

**FACILITY SERVICES
DEPARTMENT 12
SUMMARY OF APPROPRIATIONS
Fiscal Year 2002 - 2003**

ADMINISTERED BY: DIRECTOR OF FACILITY SERVICES

| FUNDS | 2001-2002 | | 2002-2003 | |
|--|------------------|-----------|------------------|-----------|
| | Actual | Positions | Budget | Positions |
| GENERAL FUND | | | | |
| 10650 Building Maintenance | \$ 4,962,156 | 77 | 6,045,817 | 77 |
| 11250 Facility Services Administration | 381,244 | 12 | \$ 550,977 | 12 |
| 74250 Parks & Grounds Maintenance | 2,226,292 | 28 | 3,195,935 | 29 |
| Subtotal General Fund | \$ 7,569,692 | 117 | \$ 9,792,729 | 118 |
| OTHER OPERATING FUNDS | | | | |
| 10780 County Building Fund | \$ (396,079) | 16 | \$ 10,834,628 | 17 |
| 10740 Capital Projects Securitization | \$ 0 | 0 | \$ 15,556,744 | 0 |
| Subtotal Other Operating Funds | \$ (396,079) | 16 | \$ 26,391,372 | 17 |
| ENTERPRISE FUNDS | | | | |
| 02890 Eastern Regional Landfill Fund | \$ 1,820,647 | 0 | \$ 1,316,968 | 0 |
| 04500 Solid Waste Management Fund | 1,471,058 | 17 | 2,299,551 | 18 |
| 06200 Dewitt Enterprise Fund | 2,755,714 | 5 | 4,142,732 | 5 |
| 06280 Special District Services Fund | 4,170,564 | 42 | \$ 4,805,423 | 43 |
| Subtotal Enterprise Funds | \$ 10,217,983 | 64 | \$ 12,564,674 | 66 |
| TOTAL | \$ 17,391,596 | 197 | \$ 48,748,775 | 201 |

BUILDING MAINTENANCE

GENERAL FUND 100 — 10650
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 3,352,707 | \$ 3,652,438 | \$ 4,559,218 | \$ 4,475,185 | 23% | \$ 4,475,185 |
| Services & Supplies | \$ 3,320,433 | \$ 3,585,565 | \$ 3,935,394 | \$ 3,788,289 | 6% | \$ 3,788,289 |
| Other Charges | \$ - | \$ 15,402 | \$ 19,250 | \$ 19,250 | 25% | \$ 19,250 |
| Fixed Assets | \$ 18,549 | \$ 77,008 | \$ - | \$ - | -100% | \$ - |
| Other Financing Uses | \$ 78,857 | \$ 51,828 | \$ 45,000 | \$ - | -100% | \$ - |
| Chgs from Depts | \$ 234,399 | \$ 233,632 | \$ 253,064 | \$ 234,762 | 0% | \$ 234,762 |
| Gross Budget | \$ 7,004,945 | \$ 7,615,873 | \$ 8,811,926 | \$ 8,517,486 | 12% | \$ 8,517,486 |
| Less: Chrgs to Depts | \$ (2,339,881) | \$ (2,653,717) | \$ (2,207,156) | \$ (2,471,669) | -7% | \$ (2,471,669) |
| Net Budget | \$ 4,665,064 | \$ 4,962,156 | \$ 6,604,770 | \$ 6,045,817 | 22% | \$ 6,045,817 |
| Less: Revenues | \$ (1,479,141) | \$ (1,548,258) | \$ (1,443,976) | \$ (1,398,122) | -10% | \$ (1,398,122) |
| Net County Cost | \$ 3,185,923 | \$ 3,413,898 | \$ 5,160,794 | \$ 4,647,695 | 36% | \$ 4,647,695 |
| Alloc. Positions | 77 | 77 | 78 | 77 | 0% | 77 |

Mission and Major Programs

To provide responsive and cost effective maintenance of County buildings, and pay utility charges for County departments.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|---------------------------------|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. | Structural/Building Maintenance | \$1,680,870 | 22.30 | \$1,945,073 | 22.30 | \$264,203 | 0.00 |
| 2. | Utilities | 2,247,386 | 0.00 | 2,247,386 | 0.00 | 0 | 0.00 |
| 3. | Custodial Services | 2,860,826 | 37.60 | 3,310,497 | 38.60 | 449,672 | 1.00 |
| 4. | Facility Improvements | 437,378 | 5.80 | 506,126 | 5.80 | 68,748 | 0.00 |
| 5. | Memorial Halls | 384,620 | 6.20 | 445,076 | 6.20 | 60,456 | 0.00 |
| 6. | Security And Fire Services | 309,171 | 4.10 | 357,767 | 4.10 | 48,596 | 0.00 |
| 7. | Computerized Fac Mgt Sys | 0 | 1.00 | 0 | 1.00 | 0 | 0.00 |
| GROSS BUDGET TOTAL | | \$7,920,251 | 77.00 | \$8,811,926 | 78.00 | \$891,675 | 1.00 |

BUILDING MAINTENANCE 100 - 10650

Performance Indicators & Measures

| MAJ. PGM. NO. | WORKLOAD/PERFORMANCE INDICATOR & MEASURE | UNIT OF MEAS. | 2000-01 PR. YR. ACTUAL | 2001-02 CURR. YR. EST. | 2002-03 REQ. BGT. EST. | 2002-03 REQ. BGT. \$'S | 2002-03 REQ. POSIT. |
|---------------|--|---------------|------------------------|------------------------|------------------------|------------------------|---------------------|
| 1. | Building Maintenance: Total Sq. Ft. Co. Wide Provided Service | QNTY | 1,507,414 | 1,562,348 | 1,579,037 | \$1,945,073 | 22.30 |
| | Cost per Sq. Ft. | Dollars | \$0.96 | \$1.08 | \$1.23 | | |
| 2. | Utilities: Total Sq. Ft. Co. Wide Provided Service | QNTY | 942,527 | 942,527 | 943,216 | \$2,247,386 | 0.00 |
| | Cost per Sq. Ft. | Dollars | \$2.12 | \$2.38 | \$2.38 | | |
| 3. | Custodial Services: Total Sq. Ft. of Heavily Encumbered Space | QNTY | 428,069 | 482,069 | 486,287 | \$3,310,497 | 38.60 |
| | Cost per Sq. Ft. | Dollars | \$5.21 | \$5.93 | \$6.81 | | |
| 4. | Building Maintenance Improvement Projects (Number of Employee Hours) | QNTY | 9,600 | 9,600 | 9,600 | \$506,126 | 5.80 |
| | Cost per Proj. Hour | Dollars | \$39.28 | \$45.56 | \$52.72 | | |

Recommended Expenditures

Recommended expenditures have increased for approved cost-of-living and merit adjustments for salaries and benefits, including a significant adjustment in workers' compensation rates. One position equivalent will remain unfunded. Not recommended at this time is a requested building crafts mechanic and new vehicle. Services and supplies have increased to provide for ongoing building maintenance and requested projects. Recommended projects include roof repair and hallway tile replacement for the main jail (\$50,500); specialized control systems for the main jail and juvenile hall (\$15,000); installation of a hot water boiler in the Auburn Memorial Hall (\$12,000); acoustical panels for the Roseville Memorial Hall (\$4,250); retrofit of the HVAC System in the Larry Oddo Facility (\$42,000); retrofit of the fire system at the Granite Bay Library (\$7,300); and a 5-year service contract for fire system testing and annual certification (\$10,350).

Recommended funding also includes \$19,250 for the lease purchase cost of a high-ranger lift (boom) truck. Due to the relatively high cost of the vehicle at \$88,000 and favorable financing rates when it was approved in FY 2001-02, lease-purchase was recommended to spread the costs over a longer period of the expected vehicle service life.

Recommended Cost Transfers and Revenues

This budget charges various County department budgets for utilities, building maintenance, major improvements, and special and custodial services. This budget also receives revenue from rents paid by community groups and individuals for use of the Memorial Halls, from miscellaneous County departments, and from the Dewitt Enterprise Fund and the Redevelopment Agency for maintenance, custodial services and utilities.

Recommended if Funding is Available

Recommended if funding is available is \$40,000 to install new HVAC units at the Lincoln and Loomis Memorial Halls and \$75,000 to conduct a feasibility study and needs assessment for an Automated Facility Management System to track maintenance work and generate work orders.

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

BUILDING MAINTENANCE 100 - 10650

Final Budget Changes from the Proposed Budget

None. The items listed in the Recommended if Funding is Available section were not added to the budget.

Building Maintenance

General Fund

Fund: 100

Subfund: 0

Appropriation: 10650

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|---|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Salaries & Benefits | | | | | |
| 1001 Employee Paid Sick Leave | 4,787 | 5,205 | 3,092 | 3,092 | 3,092 |
| 1002 Salaries and Wages | 2,434,424 | 2,636,387 | 3,049,692 | 3,029,262 | 3,029,262 |
| 1003 Extra Help | 40,326 | 47,183 | 38,504 | 38,504 | 38,504 |
| 1005 Overtime & Call Back | 21,836 | 20,842 | 23,057 | 23,057 | 23,057 |
| 1006 Sick Leave Payoff | 14,317 | 6,380 | | | |
| 1007 Comp for Absence-Illness | 7,011 | 21,842 | | | |
| 1011 Salary Savings | | | | (54,000) | (54,000) |
| 1300 P.E.R.S. | 158,441 | 172,074 | 274,035 | 272,195 | 272,195 |
| 1301 F.I.C.A. | 190,854 | 206,318 | 238,247 | 236,683 | 236,683 |
| 1310 Employee Group Ins | 301,726 | 342,661 | 511,532 | 508,097 | 508,097 |
| 1315 Workers Comp Insurance | 178,985 | 193,546 | 421,059 | 418,295 | 418,295 |
| Total Salaries & Benefits | 3,352,707 | 3,652,438 | 4,559,218 | 4,475,185 | 4,475,185 |
| Services & Supplies | | | | | |
| 2017 Uniforms | 3,796 | 15,583 | 26,958 | 26,958 | 26,958 |
| 2020 Clothes & Personal Supplies | 15,569 | 1,243 | | | |
| 2051 Communications - Telephone | 60,010 | 73,057 | 63,895 | 63,895 | 63,895 |
| 2085 Household Expense | 301,057 | 325,254 | 328,954 | 328,954 | 328,954 |
| 2273 Parts | 2,921 | 7,424 | | | |
| 2290 Maintenance - Equipment | 8,910 | 21,982 | 8,989 | 8,989 | 8,989 |
| 2404 Maintenance Services | 17 | | | | |
| 2405 Materials - Bldgs & Impr | 424,618 | 516,696 | 752,105 | 752,105 | 752,105 |
| 2406 Maintenance - Janitorial | 943 | 691 | | | |
| 2422 Medical, Dental & Lab Supp | | 65 | | | |
| 2439 Membership/Dues | 399 | 385 | | | |
| 2511 Printing | 5,036 | 6,087 | 500 | 500 | 500 |
| 2521 Operating Supplies | | | 4,200 | 4,200 | 4,200 |
| 2523 Office Supplies & Exp | 9,202 | 8,036 | 23,200 | 23,200 | 23,200 |
| 2524 Postage | 570 | 1,430 | 6,225 | 6,225 | 6,225 |
| 2550 Administration | | | 545 | 545 | 545 |
| 2555 Prof/Spec Svcs - Purchased | 142,512 | 311,033 | 423,105 | 280,600 | 280,600 |
| 2556 Prof/Spec Svcs - County | 17,699 | 31,414 | (267,650) | (267,650) | (267,650) |
| 2701 Publications & Legal Notices | 899 | 509 | 575 | 575 | 575 |
| 2709 Rents & Leases - Computer SW | 18,620 | 19,500 | 21,710 | 21,710 | 21,710 |
| 2710 Rents & Leases - Equipment | 6,987 | 7,793 | 8,500 | 8,500 | 8,500 |
| 2727 Rents & Leases - Bldgs & Impr | 19,403 | | 18,050 | 18,050 | 18,050 |
| 2744 Small Tools & Instruments | 25,176 | 25,702 | 13,525 | 12,525 | 12,525 |
| 2770 Fuels & Lubricants | 890 | 578 | 2,323 | 2,323 | 2,323 |
| 2809 Rents and Leases-PC | 1,408 | 10,229 | 10,465 | 10,465 | 10,465 |
| 2840 Special Dept Expense | 31,247 | 44,568 | 34,830 | 34,830 | 34,830 |
| 2841 Golden Sierra IR/OJT | | | 4,630 | 4,630 | 4,630 |
| 2844 Training | 4,285 | 2,792 | | | |
| 2862 Landfill Dump Fee | | 101 | | | |
| 2920 Inventory Purchases | 48,276 | 21,587 | | | |
| 2931 Travel & Transportation | 6,108 | 4,650 | 7,843 | 7,843 | 7,843 |
| 2932 Mileage | 5,494 | 7,721 | 6,810 | 6,810 | 6,810 |
| 2941 County Vehicle Mileage | 159,712 | 172,384 | 187,721 | 184,121 | 184,121 |
| 2965 Utilities | 1,998,669 | 1,946,315 | 2,247,386 | 2,247,386 | 2,247,386 |
| 2970 Water & Sewage - Special Districts | | 756 | | | |
| Total Services & Supplies | 3,320,433 | 3,585,565 | 3,935,394 | 3,788,289 | 3,788,289 |
| Other Charges | | | | | |
| 3810 Lease Purchase Principal | | 15,402 | 16,000 | 16,000 | 16,000 |
| 3830 Lease Purchase Interest | | | 3,250 | 3,250 | 3,250 |
| Total Other Charges | | 15,402 | 19,250 | 19,250 | 19,250 |
| Fixed Assets | | | | | |
| 4451 Equipment | 18,549 | 77,008 | | | |

Building Maintenance

General Fund

Fund: 100

Subfund: 0

Appropriation: 10650

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|--|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Total Fixed Assets | 18,549 | 77,008 | | | |
| Other Financing Uses | | | | | |
| 3775 Operating Transfer Out | 78,857 | 51,828 | | | |
| 3776 Contrib Auto Working Capital | | | 45,000 | | |
| Total Other Financing Uses | 78,857 | 51,828 | 45,000 | | |
| Charges From Departments | | | | | |
| 5310 I/T Employee Group Insurance | 39,628 | 41,436 | 49,815 | 49,815 | 49,815 |
| 5550 I/T - Administration | 183,568 | 165,293 | 180,471 | 162,169 | 162,169 |
| 5552 I/T - MIS Services | | | 12,180 | 12,180 | 12,180 |
| 5556 I/T - Professional Services | 10,853 | 26,553 | 10,598 | 10,598 | 10,598 |
| 5844 I/T Training | 350 | 350 | | | |
| Total Charges From Departments | 234,399 | 233,632 | 253,064 | 234,762 | 234,762 |
| Gross Budget | 7,004,945 | 7,615,873 | 8,811,926 | 8,517,486 | 8,517,486 |
| Less: Charges to Departments | | | | | |
| 5002 I/T - County General Fund | (786,326) | (1,110,613) | (730,184) | (1,026,550) | (1,026,550) |
| 5004 I/T - Road Fund | (49,212) | (75,895) | (47,417) | (47,417) | (47,417) |
| 5008 I/T - County Office Bldg Fund | | (4,021) | | | |
| 5009 I/T - County Library Fund | (10,343) | (7,204) | (5,075) | (5,075) | (5,075) |
| 5011 I/T - Public Safety Fund | (1,306,898) | (1,455,984) | (1,424,480) | (1,392,627) | (1,392,627) |
| 5022 I/T - Mental Health Fund | (187,102) | | | | |
| Total Charges to Departments | (2,339,881) | (2,653,717) | (2,207,156) | (2,471,669) | (2,471,669) |
| Net Budget | 4,665,064 | 4,962,156 | 6,604,770 | 6,045,817 | 6,045,817 |
| Less: Revenues | | | | | |
| 6965 Rents & Concessions | (33,305) | (27,925) | (36,033) | (36,033) | (36,033) |
| 7234 State Aid - Mandated Costs | (2,733) | (162) | | | |
| 7479 Other Govts-Trial Courts | (64,741) | (5,270) | (10,150) | (10,150) | (10,150) |
| 8196 Buildings & Grounds Services | (1,373,519) | (1,408,730) | (1,373,643) | (1,341,789) | (1,341,789) |
| 8212 Other General Reimbursement | (174) | (7,408) | (24,150) | (10,150) | (10,150) |
| 8328 Self Insurance Proceeds | | (1,947) | | | |
| 8755 Donation | (300) | (5,012) | | | |
| 8761 Insurance Refunds | (4,369) | (1,750) | | | |
| 8762 State Compensation Insurance Refund | | (13,043) | | | |
| 8764 Miscellaneous Revenues | | (3) | | | |
| 8953 Long Term Debt Proceeds | | (77,008) | | | |
| Total Revenues | (1,479,141) | (1,548,258) | (1,443,976) | (1,398,122) | (1,398,122) |
| Net County Cost | 3,185,923 | 3,413,898 | 5,160,794 | 4,647,695 | 4,647,695 |

FACILITY SERVICES ADMINISTRATION

GENERAL FUND 100 — 11250
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 672,330 | \$ 647,145 | \$ 903,212 | \$ 865,826 | 34% | \$ 880,694 |
| Services & Supplies | \$ 52,399 | \$ 67,688 | \$ 201,360 | \$ 124,860 | 84% | \$ 124,860 |
| Other Charges | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Fixed Assets | \$ - | \$ - | \$ 38,000 | \$ - | 0% | \$ - |
| Other Financing Uses | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Chgs from Depts | \$ 15,910 | \$ 25,970 | \$ 43,297 | \$ 43,297 | 67% | \$ 43,297 |
| Gross Budget | \$ 740,639 | \$ 740,803 | \$ 1,185,869 | \$ 1,033,983 | 40% | \$ 1,048,851 |
| Less: Chrgs to Depts | \$ (372,718) | \$ (359,559) | \$ (589,136) | \$ (497,874) | 38% | \$ (497,874) |
| Net Budget | \$ 367,921 | \$ 381,244 | \$ 596,733 | \$ 536,109 | 41% | \$ 550,977 |
| Less: Revenues | \$ (369,733) | \$ (389,484) | \$ (596,733) | \$ (536,109) | 38% | \$ (536,109) |
| Net County Cost | \$ (1,812) | \$ (8,240) | \$ - | \$ - | -100% | \$ 14,868 |
| Alloc. Positions | 12 | 12 | 13 | 12 | 0% | 12 |

Mission and Major Programs

To provide management and administrative support to the operating divisions of Facility Services.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|--|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. | Department Management And Policy Direction | \$357,106 | 2.90 | \$425,685 | 2.90 | \$68,579 | 0.00 |
| 2. | Administrative Support To Operating Divisions | 574,800 | 9.10 | 760,184 | 10.10 | 185,384 | 1.00 |
| GROSS BUDGET TOTAL | | \$931,906 | 12.00 | \$1,185,869 | 13.00 | \$253,963 | 1.00 |

Recommended Expenditures

Recommended increases will fund approved cost-of-living and merit adjustments for salary & benefits, computer and office furniture purchases, a Geographic Information Systems (GIS) Needs Assessment, and other account adjustments to reflect current costs. Requested, but not recommended at this time, is the addition of one engineering technician position and related equipment to implement new imaging technology.

FACILITY SERVICES ADMINISTRATION 100 - 11250

Recommended Cost Transfers and Revenues

This budget will charge the Facility Services General Fund divisions (\$343,564) and the County Building Fund (\$154,311) for administrative support. Recommended revenue also will be received from the Dewitt Enterprise Fund, Solid Waste Management, Western Placer Waste Management Authority, Eastern Regional Landfill, Special District Services Funds, Sewer Maintenance Districts, and various County Service Areas for departmental administration and support functions (\$536,109).

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Funding was included with final adjustments for implementation of a personnel classification study (\$14,868).

Facility Services Administration

General Fund

Fund: 100

Subfund: 0

Appropriation: 11250

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|---|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Salaries & Benefits | | | | | |
| 1001 Employee Paid Sick Leave | 7,922 | 9,662 | 9,382 | 9,382 | 9,382 |
| 1002 Salaries and Wages | 521,967 | 509,233 | 664,375 | 635,880 | 650,748 |
| 1003 Extra Help | 4,669 | | 17,869 | 17,869 | 17,869 |
| 1005 Overtime & Call Back | 3,599 | 295 | 5,088 | 5,088 | 5,088 |
| 1300 P.E.R.S. | 34,502 | 34,403 | 58,335 | 55,770 | 55,770 |
| 1301 F.I.C.A. | 39,022 | 36,144 | 53,299 | 51,119 | 51,119 |
| 1310 Employee Group Ins | 57,069 | 53,740 | 86,852 | 83,034 | 83,034 |
| 1315 Workers Comp Insurance | 3,580 | 3,668 | 8,012 | 7,684 | 7,684 |
| Total Salaries & Benefits | 672,330 | 647,145 | 903,212 | 865,826 | 880,694 |
| Services & Supplies | | | | | |
| 2051 Communications - Telephone | 13,914 | 16,848 | 15,018 | 15,018 | 15,018 |
| 2085 Household Expense | 7 | | | | |
| 2140 Gen Liability Ins | 1,849 | 1,853 | 2,078 | 2,078 | 2,078 |
| 2273 Parts | 173 | | | | |
| 2290 Maintenance - Equipment | 718 | | | | |
| 2439 Membership/Dues | 472 | 15 | 855 | 855 | 855 |
| 2508 Collection Charges | | 44 | | | |
| 2511 Printing | 4,425 | 4,084 | 4,000 | 4,000 | 4,000 |
| 2523 Office Supplies & Exp | 9,469 | 10,785 | 11,000 | 11,000 | 11,000 |
| 2524 Postage | 1,178 | 1,214 | 1,015 | 1,015 | 1,015 |
| 2555 Prof/Spec Svcs - Purchased | 2,689 | 6,810 | 83,500 | 46,000 | 46,000 |
| 2556 Prof/Spec Svcs - County | 1,313 | | | | |
| 2701 Publications & Legal Notices | | 236 | | | |
| 2709 Rents & Leases - Computer SW | 2,581 | 2,370 | 2,566 | 2,566 | 2,566 |
| 2809 Rents and Leases-PC | 6,643 | 7,439 | 12,877 | 12,877 | 12,877 |
| 2840 Special Dept Expense | 4,197 | 14,300 | 62,000 | 23,000 | 23,000 |
| 2841 Golden Sierra IR/OJT | | | 4,000 | 4,000 | 4,000 |
| 2844 Training | 2,282 | 249 | | | |
| 2931 Travel & Transportation | 53 | 590 | 1,000 | 1,000 | 1,000 |
| 2932 Mileage | 408 | 851 | 1,351 | 1,351 | 1,351 |
| 2941 County Vehicle Mileage | 28 | | 100 | 100 | 100 |
| Total Services & Supplies | 52,399 | 67,688 | 201,360 | 124,860 | 124,860 |
| Fixed Assets | | | | | |
| 4451 Equipment | | | 38,000 | | |
| Total Fixed Assets | | | 38,000 | | |
| Charges From Departments | | | | | |
| 5310 I/T Employee Group Insurance | 15,537 | 16,681 | 23,963 | 23,963 | 23,963 |
| 5552 I/T - MIS Services | 85 | 7,290 | 13,853 | 13,853 | 13,853 |
| 5556 I/T - Professional Services | 88 | 1,799 | 5,481 | 5,481 | 5,481 |
| 5844 I/T Training | 200 | 200 | | | |
| Total Charges From Departments | 15,910 | 25,970 | 43,297 | 43,297 | 43,297 |
| Gross Budget | 740,639 | 740,803 | 1,185,869 | 1,033,983 | 1,048,851 |
| Less: Charges to Departments | | | | | |
| 5002 I/T - County General Fund | (343,448) | (263,238) | (416,523) | (343,563) | (343,563) |
| 5008 I/T - County Office Bldg Fund | (29,270) | (93,281) | (172,613) | (154,311) | (154,311) |
| 5026 I/T - Advertising & Promotion Fund | | (3,040) | | | |
| Total Charges to Departments | (372,718) | (359,559) | (589,136) | (497,874) | (497,874) |
| Net Budget | 367,921 | 381,244 | 596,733 | 536,109 | 550,977 |
| Less: Revenues | | | | | |
| 8212 Other General Reimbursement | (19) | | | | |
| 8293 Facility Services Admin Support | (369,714) | (389,484) | (596,733) | (536,109) | (536,109) |
| Total Revenues | (369,733) | (389,484) | (596,733) | (536,109) | (536,109) |

Facility Services Administration

General Fund

Fund: 100 Subfund: 0 Appropriation: 11250

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|---------------------------|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
|---------------------------|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|

| | | | | | |
|-----------------|---------|---------|--|--|--------|
| Net County Cost | (1,812) | (8,240) | | | 14,868 |
|-----------------|---------|---------|--|--|--------|

PARKS AND GROUNDS MAINTENANCE

GENERAL FUND 100 — 74250
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 1,355,781 | \$ 1,543,902 | \$ 1,921,663 | \$ 1,915,663 | 24% | \$ 1,915,663 |
| Services & Supplies | \$ 416,625 | \$ 627,254 | \$ 1,112,386 | \$ 1,108,386 | 77% | \$ 1,050,811 |
| Other Charges | \$ 27 | \$ 26 | \$ - | \$ - | -100% | \$ - |
| Fixed Assets | \$ 3,959 | \$ 110,745 | \$ 35,000 | \$ 35,000 | -68% | \$ 235,000 |
| Other Financing Uses | \$ 22,926 | \$ - | \$ 27,500 | \$ 27,500 | 100% | \$ 92,500 |
| Chgs from Depts | \$ 125,850 | \$ 130,936 | \$ 187,610 | \$ 167,493 | 28% | \$ 167,493 |
| Gross Budget | \$ 1,925,168 | \$ 2,412,863 | \$ 3,284,159 | \$ 3,254,042 | 35% | \$ 3,461,467 |
| Less: Chrgs to Depts | \$ (223,022) | \$ (186,571) | \$ (265,532) | \$ (265,532) | 42% | \$ (265,532) |
| Net Budget | \$ 1,702,146 | \$ 2,226,292 | \$ 3,018,627 | \$ 2,988,510 | 34% | \$ 3,195,935 |
| Less: Revenues | \$ (652,329) | \$ (681,296) | \$ (911,679) | \$ (911,679) | 34% | \$ (911,679) |
| Net County Cost | \$ 1,049,817 | \$ 1,544,996 | \$ 2,106,948 | \$ 2,076,831 | 34% | \$ 2,284,256 |
| Alloc. Positions | 28 | 28 | 29 | 29 | 4% | 29 |

Mission and Major Programs

To provide maintenance of Placer County's grounds, parks and recreational facilities for the use and enjoyment of residents and guests of Placer County. Parks include regional facilities, designed for use on a countywide basis; community facilities, designed for use by residents of an area; and historic buildings and monuments.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|--|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. | Parks & Historical Sites Administration & Maintenance | \$530,988 | 6 | \$612,538 | 6 | \$81,550 | 0 |
| 2. | County Grounds Maintenance | 799,840 | 11 | 922,681 | 11 | 122,841 | 0 |
| 3. | Tahoe Beaches Administration And Maintenance | 96,652 | 1 | 111,496 | 1 | 14,844 | 0 |
| 4. | CSA Park Administration and Maintenance | 357,350 | 4 | 412,232 | 4 | 54,882 | 0 |
| 5. | CSA Landscape Administration and Maintenance | 286,120 | 3 | 330,062 | 3 | 43,943 | 0 |
| 6. | Placer Legacy & Park Bond Suppt./Park & Trail Acquisition & Construction | 1,246,371 | 3 | 895,149 | 4 | (351,222) | 1 |
| GROSS BUDGET TOTAL | | \$3,317,321 | 28.00 | \$3,284,158 | 29.00 | (\$33,163) | 1.00 |

PARKS AND GROUNDS MAINTENANCE 100 - 74250

Fiscal and Policy Issues

The Parks Division's workload has grown substantially the last few years with new parks subdivision, issues related to encroachment into Tahoe area beaches, and management of an expanding multiple-use trails system. Division staff are also involved in open space acquisition, and continued planning as part of the Placer Legacy Program. On March 5, 2002, voters approved Proposition 40, The Park Bond Act of 2002, which will provide approximately \$1.5 million for new parks and recreation facilities. A conceptual plan is being prepared for presentation to the Board of Supervisors, and if approved budget adjustments may be recommended with the Final Budget. This budget will continue to absorb library ground maintenance charges for FY 2002-03, which represents an estimated \$51,000 General Fund subvention to the Library Fund.

Performance Indicators & Measures

| MAJ. PGM. NO. | WORKLOAD/PERFORMANCE INDICATOR & MEASURE | UNIT OF MEAS. | 2000-01 PR. YR. ACTUAL | 2001-02 CURR. YR. EST. | 2002-03 REQ. BGT. EST. | 2002-03 REQ. BGT. \$'S | 2002-03 REQ. POSIT. |
|---------------|---|---------------|------------------------|------------------------|------------------------|------------------------|---------------------|
| 1. | Acres of Parks Maintained. Note: 28 acres of County parks transferred to CSA Maint. | QNTY | 477 | 477 | 451 | \$612,538 | 6.05 |
| | Cost per Acre | Dollars | \$1,058 | \$1,113 | \$1,358 | | |
| 2. | Acres of Landscaped Grounds Maintained | QNTY | 118 | 118 | 119 | \$922,681 | 10.60 |
| | Cost per Acre | Dollars | \$5,279 | \$6,778 | \$7,754 | | |
| 3. | Acres of Beach Sites Maintained | QNTY | 40 | 40 | 40 | \$111,496 | 0.80 |
| | Cost per Acre | Dollars | \$3,180 | \$2,416 | \$2,787 | | |
| 4. | Acres of CSA Park Sites Maintained. Note: 28 acres of County parks transferred to CSA Maint. | QNTY | 42 | 42 | 89 | \$412,232 | 3.95 |
| | Cost per Acre | Dollars | \$8,185 | \$8,508 | \$4,632 | | |

Recommended Expenditures

Recommended expenditures have increased to provide for approved cost-of-living and merit adjustment for salaries and benefits, extra-help and the addition of one Project Manager for trail acquisition, open space planning, and park improvement projects. This position will be funded by the Building Fund (where Park Bond Act 2000/Proposition 12 grant funding will be budgeted) and by Granite Bay Park Assessment District funds. Future funding may be generated from the Park Bond Act of 2002 (Proposition 40) and various subdivision developments planned for the southwestern portion of the County.

Recommended funding includes projects funded by Proposition 12 (\$150,000), regional trail construction and acquisition consistent with Placer Legacy goals (\$400,000) and Granite Bay park maintenance (\$65,000). A contribution to the Fleet Fund is recommended for the purchase of a vehicle for the new Project Manager (\$27,500).

Fixed Assets

Funding is recommended for one replacement riding mower (\$10,000) and two replacement utility vehicles (\$25,000).

PARKS AND GROUNDS MAINTENANCE 100 - 74250

Recommended Cost Transfers and Revenues

The parks portion of this budget charges the Transient Occupancy Tax (TOT) Fund to maintain public beaches (\$110,279), administer beach maintenance service contracts with two Public Utility Districts (\$16,349), and for maintenance of a bike trail at Squaw Valley (\$20,294). The Building Fund will reimburse this budget for labor associated with grant-funded park projects transferred to the Capital Improvements budget for FY 2002-03 (\$50,000). In addition, this budget charges the General Fund (\$42,371), Road Fund (\$7,415), and Public Safety Fund (\$8,474) for grounds care and maintenance.

Recommended revenue includes funding from The Park Bond Act of 2000 for acquisition and development of parks (\$150,000); Dewitt and various county service area, landscape and park districts (\$689,708); fees for park and camp use (\$36,724); and revenue from miscellaneous sources (\$35,247).

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Funding was included to rebudget Applegate Park improvements (\$7,425), and for trail maintenance and construction for the Squaw Valley and Granite Bay Park projects (\$100,000 each). A technical adjustment was made for Granite Bay Light and Landscape District contribution.

Parks & Grounds Maintenance

General Fund

Fund: 100

Subfund: 0

Appropriation: 74250

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|-------------------------------------|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Salaries & Benefits | | | | | |
| 1001 Employee Paid Sick Leave | 809 | | | | |
| 1002 Salaries and Wages | 951,756 | 1,094,682 | 1,255,701 | 1,255,701 | 1,255,701 |
| 1003 Extra Help | 68,329 | 61,336 | 90,000 | 84,000 | 84,000 |
| 1005 Overtime & Call Back | 10,044 | 9,457 | 8,285 | 8,285 | 8,285 |
| 1007 Comp for Absence-Illness | | 6,871 | | | |
| 1300 P.E.R.S. | 63,249 | 73,476 | 111,934 | 111,934 | 111,934 |
| 1301 F.I.C.A. | 78,201 | 88,502 | 103,580 | 103,580 | 103,580 |
| 1310 Employee Group Ins | 118,485 | 135,712 | 194,018 | 194,018 | 194,018 |
| 1315 Workers Comp Insurance | 64,908 | 73,866 | 158,145 | 158,145 | 158,145 |
| Total Salaries & Benefits | 1,355,781 | 1,543,902 | 1,921,663 | 1,915,663 | 1,915,663 |
| Services & Supplies | | | | | |
| 2017 Uniforms | 1,064 | 3,061 | 4,938 | 4,938 | 4,938 |
| 2020 Clothes & Personal Supplies | 3,698 | 250 | | | |
| 2051 Communications - Telephone | 10,971 | 15,559 | 11,195 | 11,195 | 11,195 |
| 2085 Household Expense | 16,044 | 16,527 | 14,342 | 14,342 | 14,342 |
| 2273 Parts | 16,857 | 24,244 | 16,000 | 16,000 | 16,000 |
| 2290 Maintenance - Equipment | 3,690 | 2,783 | 10,000 | 10,000 | 10,000 |
| 2405 Materials - Bldgs & Impr | 80,934 | 119,349 | 158,203 | 158,203 | 93,203 |
| 2439 Membership/Dues | 674 | 1,700 | 3,636 | 3,636 | 3,636 |
| 2481 PC Acquisition | | | 7,050 | 7,050 | 7,050 |
| 2511 Printing | 4,579 | 6,243 | 7,185 | 7,185 | 7,185 |
| 2522 Other Supplies | | | 3,200 | 3,200 | 3,200 |
| 2523 Office Supplies & Exp | 2,579 | 3,010 | 6,261 | 6,261 | 6,261 |
| 2524 Postage | 1,094 | 2,991 | 4,020 | 4,020 | 4,020 |
| 2542 Court Reporting Outside Vendor | 8 | | | | |
| 2550 Administration | 42 | | | | |
| 2554 Commissioner's Fees | 30 | 120 | | | |
| 2555 Prof/Spec Svcs - Purchased | 115,746 | 192,634 | 163,539 | 163,539 | 163,539 |
| 2556 Prof/Spec Svcs - County | 1,946 | 8,504 | | | |
| 2701 Publications & Legal Notices | | 102 | | | |
| 2709 Rents & Leases - Computer SW | 7,430 | 7,593 | 10,350 | 10,350 | 10,350 |
| 2710 Rents & Leases - Equipment | 4,036 | 25,636 | 11,413 | 11,413 | 11,413 |
| 2727 Rents & Leases - Bldgs & Impr | | 7,664 | 2,727 | 2,727 | 2,727 |
| 2744 Small Tools & Instruments | 7,423 | 7,475 | 9,898 | 9,898 | 9,898 |
| 2770 Fuels & Lubricants | 4,809 | 4,248 | 4,328 | 4,328 | 4,328 |
| 2809 Rents and Leases-PC | 1,548 | 2,305 | 1,177 | 1,177 | 1,177 |
| 2840 Special Dept Expense | 15,547 | 44,929 | 531,150 | 527,150 | 534,575 |
| 2844 Training | 7,823 | 7,301 | 12,301 | 12,301 | 12,301 |
| 2931 Travel & Transportation | 733 | 3,234 | 11,000 | 11,000 | 11,000 |
| 2932 Mileage | 5,912 | 680 | | | |
| 2941 County Vehicle Mileage | 91,111 | 106,749 | 80,900 | 80,900 | 80,900 |
| 2965 Utilities | 10,297 | 12,363 | 27,573 | 27,573 | 27,573 |
| Total Services & Supplies | 416,625 | 627,254 | 1,112,386 | 1,108,386 | 1,050,811 |
| Other Charges | | | | | |
| 3851 Interest | 27 | 26 | | | |
| Total Other Charges | 27 | 26 | | | |
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | | | | | 200,000 |
| 4451 Equipment | 3,959 | 110,745 | 35,000 | 35,000 | 35,000 |
| Total Fixed Assets | 3,959 | 110,745 | 35,000 | 35,000 | 235,000 |
| Other Financing Uses | | | | | |
| 3775 Operating Transfer Out | 22,926 | | | | 65,000 |
| 3776 Contrib Auto Working Capital | | | 27,500 | 27,500 | 27,500 |
| Total Other Financing Uses | 22,926 | | 27,500 | 27,500 | 92,500 |
| Charges From Departments | | | | | |

Parks & Grounds Maintenance

General Fund

Fund: 100

Subfund: 0

Appropriation: 74250

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|---|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| 5291 I/T Maintenance - Computer Equipment | | | 509 | 509 | 509 |
| 5405 I/T Maintenance - Bldgs & Improvements | 6,125 | 3,711 | | | |
| 5550 I/T - Administration | 105,028 | 94,305 | 174,017 | 153,900 | 153,900 |
| 5556 I/T - Professional Services | 13,885 | 32,820 | 13,084 | 13,084 | 13,084 |
| 5840 I/T Special Dept Expense | 562 | | | | |
| 5844 I/T Training | 250 | 100 | | | |
| Total Charges From Departments | 125,850 | 130,936 | 187,610 | 167,493 | 167,493 |
| Gross Budget | 1,925,168 | 2,412,863 | 3,284,159 | 3,254,042 | 3,461,467 |
| Less: Charges to Departments | | | | | |
| 5002 I/T - County General Fund | (28,588) | (43,400) | (42,371) | (42,371) | (42,371) |
| 5004 I/T - Road Fund | (6,159) | | (7,415) | (7,415) | (7,415) |
| 5008 I/T - County Office Bldg Fund | (58,706) | (12,063) | (60,350) | (60,350) | (60,350) |
| 5011 I/T - Public Safety Fund | (11,747) | (9,387) | (8,474) | (8,474) | (8,474) |
| 5026 I/T - Advertising & Promotion Fund | (117,822) | (121,721) | (146,922) | (146,922) | (146,922) |
| Total Charges to Departments | (223,022) | (186,571) | (265,532) | (265,532) | (265,532) |
| Net Budget | 1,702,146 | 2,226,292 | 3,018,627 | 2,988,510 | 3,195,935 |
| Less: Revenues | | | | | |
| 7199 State Aid for Construction | | | (150,000) | (150,000) | (150,000) |
| 7234 State Aid - Mandated Costs | (6,857) | (8,827) | | | |
| 8196 Buildings & Grounds Services | (2,280) | (212,501) | (194,880) | (194,880) | (194,880) |
| 8207 Parks & Historical Sites - Services | (561,967) | (380,336) | (494,828) | (494,828) | (494,828) |
| 8208 Park & Recreation Services | (42,913) | (45,199) | (36,724) | (36,724) | (36,724) |
| 8212 Other General Reimbursement | (11,041) | (16,035) | (4,197) | (4,197) | (4,197) |
| 8761 Insurance Refunds | | (2,678) | | | |
| 8762 State Compensation Insurance Refund | (362) | (1,720) | | | |
| 8780 Contributions from Other Funds | (26,909) | (14,000) | (31,050) | (31,050) | (31,050) |
| Total Revenues | (652,329) | (681,296) | (911,679) | (911,679) | (911,679) |
| Net County Cost | 1,049,817 | 1,544,996 | 2,106,948 | 2,076,831 | 2,284,256 |

CAPITAL IMPROVEMENTS FUND

CAPITAL IMPROVEMENTS FUND 140 — 10780

Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 971,539 | \$ 1,068,818 | \$ 1,332,592 | \$ 1,332,592 | 25% | \$ 1,332,592 |
| Services & Supplies | \$ 3,516,447 | \$ 8,495,625 | \$ 389,212 | \$ 370,910 | -96% | \$ 370,910 |
| Other Charges | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Fixed Assets | \$ (6,737,596) | \$ (9,307,719) | \$ 9,280,691 | \$ 12,134,391 | -230% | \$ 10,520,666 |
| Other Financing Uses | \$ - | \$ - | \$ 9,500 | \$ 9,500 | 100% | \$ 9,500 |
| Chgs from Depts | \$ 519,398 | \$ 978,965 | \$ 158,791 | \$ 191,055 | -80% | \$ 191,055 |
| Gross Budget | \$ (1,730,212) | \$ 1,235,689 | \$ 11,170,786 | \$ 14,038,448 | 1036% | \$ 12,424,723 |
| Less: Chrgs to Depts | \$ (1,110,762) | \$ (1,631,768) | \$ (1,590,095) | \$ (1,590,095) | -3% | \$ (1,590,095) |
| Net Budget | \$ (2,840,974) | \$ (396,079) | \$ 9,580,691 | \$ 12,448,353 | -3243% | \$ 10,834,628 |
| Less: Revenues | \$ (888,980) | \$ (3,628,835) | \$ (4,384,795) | \$ (4,517,059) | 24% | \$ (6,431,730) |
| Net County Cost | \$ (3,729,954) | \$ (4,024,914) | \$ 5,195,896 | \$ 7,931,294 | -297% | \$ 4,402,898 |
| Alloc. Positions | 15 | 16 | 16 | 16 | 0% | 17 |

Budget Note

The capital reimbursements for FY 2000-01 were shown as cost transfers (charges to departments) so that capital facility project total costs were not understated in the fixed assets category. The amount in FY 2000-01 for fixed assets includes funding transfers for encumbered, but not yet paid, project contract costs. In FY 2001-02 and 2002-03, reimbursements have again been shown as a net reduction to capital projects, which avoids duplication when County expenditures are combined by fund, but understates the amount for capital projects in this budget. Recommended project costs for FY 2002-03 are \$31,257,679, compared to \$32,440,556 for FY 2001-02. Existing policy related to transfer of capital project funding is currently under review by the County Executive Office and Facility Services.

Mission and Major Programs

The Capital Improvements Fund provides financing for countywide facility improvement needs. Project priority is determined by whether a project is identified in the Capital Improvements Master Plan, mitigates health and safety needs, improves departmental operations, or preserves and extends the life of an existing County facility.

The mission of this budget is to provide short and long-range plans for the physical facilities necessary to provide County services; administer architectural services for the implementation of major remodeling projects and new projects; provide financial management of all expenditures relating to capital improvements; supervise consultants and contractors retained for County projects; provide full-time inspection, monitoring and coordination of capital improvements, and proactively manage hazardous materials on county property to protect staff and the public and comply with relevant safety and environmental regulations.

CAPITAL IMPROVEMENTS FUND 140 - 10780

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|--|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. | Pre-Design Services / User Department Support | \$3,199,221 | 2.80 | \$2,456,758 | 2.80 | (\$742,463) | 0.00 |
| 2. | Architectural / Engineering - In House & Consultant Management | 6,447,477 | 6.50 | 4,674,294 | 6.50 | (1,773,183) | 0.00 |
| 3. | Construction Project Management And Contract Compliance Inspection | 4,958,956 | 5.05 | 3,581,344 | 5.05 | (1,377,612) | 0.00 |
| 4. | Hazardous Materials Management - Testing And Abatement | 635,707 | 0.65 | 458,391 | 0.65 | (177,316) | 0.00 |
| GROSS BUDGET TOTAL | | \$15,241,361 | 15.00 | \$11,170,786 | 15.00 | (\$4,070,575) | 0 |

Fiscal and Policy Issues

The primary issue confronting this budget is the critical need to replace, repair and/or improve the County's aging, existing buildings, and to plan for and build new buildings to serve our growing County. The most critical fiscal issue is the continuing need to maintain a facility impact mitigation fee program within the incorporated cities as well as in the unincorporated area.

Recommended Expenditures

This budget includes capital improvements architect and management staff. Recommended expenditures have increased to provide for approved cost-of-living and merit adjustments for salaries and benefits, and funding for associated office expenses for staff and professional services for planning and project activities.

The recommended capital facility project budget is \$31,257,679. Of this amount, \$20,342,916 is carryover project funding from FY 2001-02, and \$10,914,763 is new funding. New funding includes: \$2,500,000 for the new Auburn Justice Center, \$2,500,000 for the Land Development Building, \$2,605,000 for renovation of the former Finance Administration Building on Fulweiler Avenue, \$250,000 for Tahoe Justice Center planning, \$350,000 for micro-turbine energy generation at the Eastern Regional Landfill, \$365,000 for Transit CNG dispenser and parking lot lights, \$277,000 for various park improvement projects (Proposition 12 funding/ Park Bond Act of 2000), \$100,000 for library expansion planning, \$31,800 for building security and safety improvements, \$122,763 for the Squaw Valley Park, \$500,000 for the Granite Bay Park, \$300,000 for Animal Shelter improvements, and \$618,200 for miscellaneous projects. New funding will also provide for various Dewitt Center projects including \$300,000 for parking and road improvements, building demolition, and a waterline replacement, \$50,000 for roof and HVAC replacements, and \$45,000 for lead and asbestos abatement. This budget also makes a contribution toward the Jail Kitchen debt service from reserve interest earnings (\$138,054).

Recommended Cost Transfers and Revenues

This budget will charge the General Fund (10790) \$17,817,500 for capital projects, of which \$9,212,500 is rebudgeted from the prior year and \$8,605,000 is new funding, and \$856,155 for capital improvements staff costs not associated with specific projects. Staff time and professional services expended on capital facility projects are financed through an internal charge to project budgets (\$733,940). Other funds are also charged for the costs of various capital projects, including: the Dewitt Enterprise (\$540,788), Eastern Regional Landfill (\$350,000), Placer County Transit (\$365,000), Special District (\$90,000), and General Liability (\$50,000). In addition, the budget will receive revenue from State and Federal grants (\$3,994,795) and interest earnings (\$432,264). Beginning in FY 2002-03, this budget will be charged by Parks (74250) for project manager services and support (\$32,264). The net county cost for this budget is offset by expected carryover fund balance in the Capital Improvements Fund.

CAPITAL IMPROVEMENTS FUND 140 - 10780

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

The net increase to Capital Projects is \$871,274 with a total of \$32,128,953 budgeted in capital projects for FY 2002-03. Final fund balance carryover along with increases in capital reimbursements, grants and contributions from the General Fund and the Dewitt Development Fund will be used to balance the budget and also to reserve \$477,904 for future Fixed Asset Acquisition.

Capital Improvements

Capital Projects Fund

Fund: 140

Subfund: 0

Appropriation: 10780

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|---|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Salaries & Benefits | | | | | |
| 1002 Salaries and Wages | 704,054 | 838,741 | 973,732 | 973,732 | 973,732 |
| 1003 Extra Help | 3,031 | 3,315 | 14,987 | 14,987 | 14,987 |
| 1004 Accr Compensated Leave | 15,586 | 9,219 | | | |
| 1005 Overtime & Call Back | 3,357 | 1,715 | 29,547 | 29,547 | 29,547 |
| 1006 Sick Leave Payoff | 55,333 | | | | |
| 1300 P.E.R.S. | 52,056 | 57,053 | 86,703 | 86,703 | 86,703 |
| 1301 F.I.C.A. | 57,108 | 63,489 | 75,637 | 75,637 | 75,637 |
| 1310 Employee Group Ins | 70,506 | 81,434 | 123,214 | 123,214 | 123,214 |
| 1315 Workers Comp Insurance | 10,508 | 13,852 | 28,772 | 28,772 | 28,772 |
| Total Salaries & Benefits | 971,539 | 1,068,818 | 1,332,592 | 1,332,592 | 1,332,592 |
| Services & Supplies | | | | | |
| 2050 Communications - Radio | | 2,548 | | | |
| 2051 Communications - Telephone | 24,941 | 27,629 | 17,277 | 17,277 | 17,277 |
| 2085 Household Expense | 5 | 15 | | | |
| 2273 Parts | 109 | 394 | | | |
| 2290 Maintenance - Equipment | 204 | 1,693 | 424 | 424 | 424 |
| 2405 Materials - Bldgs & Impr | 1,536,380 | 6,187,001 | | | |
| 2439 Membership/Dues | 2,452 | 4,207 | 5,000 | 5,000 | 5,000 |
| 2481 PC Acquisition | | | 3,000 | 3,000 | 3,000 |
| 2511 Printing | 24,371 | 43,045 | | | |
| 2522 Other Supplies | | | 4,600 | 4,600 | 4,600 |
| 2523 Office Supplies & Exp | 7,112 | 13,856 | 6,572 | 6,572 | 6,572 |
| 2524 Postage | 1,259 | 4,821 | 915 | 915 | 915 |
| 2542 Court Reporting Outside Vendor | 14 | | | | |
| 2550 Administration | | | 185,619 | 167,317 | 167,317 |
| 2552 Audit Costs | | | 2,700 | 2,700 | 2,700 |
| 2555 Prof/Spec Svcs - Purchased | 1,282,703 | 1,797,003 | 65,852 | 65,852 | 65,852 |
| 2556 Prof/Spec Svcs - County | 201,650 | 206,853 | | | |
| 2701 Publications & Legal Notices | 9,973 | 4,048 | | | |
| 2709 Rents & Leases - Computer SW | 23,278 | 24,834 | 32,728 | 32,728 | 32,728 |
| 2710 Rents & Leases - Equipment | 9,675 | 10,857 | 2,525 | 2,525 | 2,525 |
| 2809 Rents and Leases-PC | 8,808 | 7,901 | 13,000 | 13,000 | 13,000 |
| 2838 Special Dept Expense-1099 Reportable | 2,711 | | | | |
| 2840 Special Dept Expense | 337,487 | 139,406 | 24,000 | 24,000 | 24,000 |
| 2844 Training | 9,866 | 4,219 | 15,000 | 15,000 | 15,000 |
| 2862 Landfill Dump Fee | 3,722 | 3,347 | | | |
| 2931 Travel & Transportation | 7,142 | 666 | 5,000 | 5,000 | 5,000 |
| 2932 Mileage | 1,106 | 1,880 | | | |
| 2941 County Vehicle Mileage | 776 | 910 | 5,000 | 5,000 | 5,000 |
| 2970 Water & Sewage - Special Districts | 20,703 | 8,492 | | | |
| Total Services & Supplies | 3,516,447 | 8,495,625 | 389,212 | 370,910 | 370,910 |
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | | 125,846 | 32,646,379 | 31,257,679 | 32,128,954 |
| 4159 Capital Reimbursements | (6,745,961) | (9,433,565) | (23,365,688) | (19,123,288) | (21,608,288) |
| 4451 Equipment | 8,365 | | | | |
| Total Fixed Assets | (6,737,596) | (9,307,719) | 9,280,691 | 12,134,391 | 10,520,666 |
| Other Financing Uses | | | | | |
| 3776 Contrib Auto Working Capital | | | 9,500 | 9,500 | 9,500 |
| Total Other Financing Uses | | | 9,500 | 9,500 | 9,500 |
| Charges From Departments | | | | | |
| 5310 I/T Employee Group Insurance | | | 20,737 | 20,737 | 20,737 |
| 5325 I/T - Debt Service | 131,250 | 135,680 | 138,054 | 138,054 | 138,054 |
| 5550 I/T - Administration | 83,996 | 95,020 | | | |
| 5552 I/T - MIS Services | | 3,249 | | | |
| 5556 I/T - Professional Services | 304,052 | 743,412 | | 32,264 | 32,264 |

Capital Improvements

Capital Projects Fund

Fund: 140

Subfund: 0

Appropriation: 10780

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|-------------------------------------|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| 5840 I/T Special Dept Expense | | 1,454 | | | |
| 5844 I/T Training | 100 | 150 | | | |
| Total Charges From Departments | 519,398 | 978,965 | 158,791 | 191,055 | 191,055 |
| Gross Budget | (1,730,212) | 1,235,689 | 11,170,786 | 14,038,448 | 12,424,723 |
| Less: Charges to Departments | | | | | |
| 5002 I/T - County General Fund | (955,047) | (969,074) | (856,155) | (856,155) | (856,155) |
| 5004 I/T - Road Fund | | (152) | | | |
| 5008 I/T - County Office Bldg Fund | (149,694) | (651,858) | (733,940) | (733,940) | (733,940) |
| 5009 I/T - County Library Fund | (190) | | | | |
| 5011 I/T - Public Safety Fund | (5,831) | (10,684) | | | |
| Total Charges to Departments | (1,110,762) | (1,631,768) | (1,590,095) | (1,590,095) | (1,590,095) |
| Net Budget | (2,840,974) | (396,079) | 9,580,691 | 12,448,353 | 10,834,628 |
| Less: Revenues | | | | | |
| 6950 Interest | (472,772) | (508,367) | (300,000) | (432,264) | (432,264) |
| 7199 State Aid for Construction | (205,389) | (1,161,409) | (3,694,795) | (3,694,795) | (3,332,031) |
| 7249 Federal Aid Construction | | | (300,000) | (300,000) | (300,000) |
| 7479 Other Govts-Trial Courts | (139) | | | | |
| 8196 Buildings & Grounds Services | | (29,298) | | | |
| 8212 Other General Reimbursement | (1,003) | (7,307) | | | |
| 8263 Development Fees | | (1,500,000) | | | |
| 8328 Self Insurance Proceeds | | (31,054) | | | |
| 8755 Donation | (24,000) | (31,400) | | | |
| 8780 Contributions from Other Funds | (181,088) | (360,000) | (90,000) | (90,000) | (2,367,435) |
| 8954 Operating Transfers In | (4,589) | | | | |
| Total Revenues | (888,980) | (3,628,835) | (4,384,795) | (4,517,059) | (6,431,730) |
| Net County Cost | (3,729,954) | (4,024,914) | 5,195,896 | 7,931,294 | 4,402,898 |

CAPITAL PROJECTS SECURITIZATION FUND

CAPITAL PROJECTS SECURITIZATION FUND 141 — 10740

Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Services & Supplies | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Other Charges | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Fixed Assets | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,556,744 |
| Other Financing Uses | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Chgs from Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Gross Budget | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,556,744 |
| Less: Chrgs to Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Net Budget | \$ - | \$ - | \$ - | \$ - | 0% | \$ 15,556,744 |
| Less: Revenues | \$ - | \$ (39,690,120) | \$ - | \$ - | -100% | \$ - |
| Net County Cost | \$ - | \$ (39,690,120) | \$ - | \$ - | -100% | \$ 15,556,744 |
| Alloc. Positions | 0 | 0 | 0 | 0 | 0% | 0 |

Fiscal and Policy Issues

A continuing issue that confronts management has been the critical need to plan for and replace the County's aging facilities. Capital facility needs identified for the next decade will cost upward of \$285 million dollars, which far exceeds the County's capital reserves, Capital facility impact fee balances, and accumulated project funding. To bridge the gap between funding needs and funds on hand, a decade long plan for financing the County's facility needs was developed that utilized a combination of accumulated reserves, current funding from within County budget resources, prudent debt obligation, growth fees and other revenue. To assist this effort, in May 2002 the Board of Supervisors approved the securitization of tobacco settlement revenue to support funding for County infrastructure and management of these funds will be contained within this budget unit. Pursuant to the bond issuance 100% of the funding is dedicated to capital projects.

Final Budget Changes from the Proposed Budget

With final budget adjustments, funding for five capital projects have been added: Land Development Building (\$2,915,316); Jail Housing Unit 4 (\$3,055,000); Auburn Justice Center (\$2,586,428); Cabin Creek Relocation (\$3,000,000); and the South Placer Criminal Justice Facility site acquisition (\$8,000,000). The South Placer Criminal Justice Facility project has been offset by capital facility impact fees (\$4,000,000).

Capital Projects Securitization

Capital Projects Securitization Fund

Fund: 141

Subfund: 0

Appropriation: 10740

| Budget Category (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Dept Req 2002-03 (4) | CEO Rec 2002-03 (5) | BOS Adopted 2002-03 (6) |
|-------------------------------|--------------------------|--------------------------|----------------------------|---------------------------|----------------------------------|
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | | | | | 19,556,744 |
| 4159 Capital Reimbursements | | | | | (4,000,000) |
| Total Fixed Assets | | | | | 15,556,744 |
| Gross Budget | | | | | 15,556,744 |
| Net Budget | | | | | 15,556,744 |
| Less: Revenues | | | | | |
| 8764 Miscellaneous Revenues | | (39,690,120) | | | |
| Total Revenues | | (39,690,120) | | | |
| Net County Cost | | (39,690,120) | | | 15,556,744 |

EASTERN REGIONAL LANDFILL

EASTERN REGIONAL LANDFILL FUND 220400 — 02890
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Services & Supplies | \$ 416,259 | \$ 1,638,100 | \$ 805,558 | \$ 805,558 | -51% | \$ 823,558 |
| Other Charges | \$ 392,920 | \$ 185,434 | \$ 393,410 | \$ 393,410 | 112% | \$ 393,410 |
| Approp for Conting. | \$ - | \$ - | \$ 100,000 | \$ 100,000 | 100% | \$ 100,000 |
| Other Financing Uses | \$ - | \$ (2,887) | \$ - | \$ - | -100% | \$ - |
| Chgs from Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Gross Budget | \$ 809,179 | \$ 1,820,647 | \$ 1,298,968 | \$ 1,298,968 | -29% | \$ 1,316,968 |
| Less: Chrgs to Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Net Budget | \$ 809,179 | \$ 1,820,647 | \$ 1,298,968 | \$ 1,298,968 | -29% | \$ 1,316,968 |
| Less: Revenues | \$ (1,619,481) | \$ (1,660,305) | \$ (1,457,582) | \$ (1,457,582) | -12% | \$ (1,619,050) |
| Net Operating Cost | \$ (810,302) | \$ 160,342 | \$ (158,614) | \$ (158,614) | -199% | \$ (302,082) |
| Fixed Assets | \$ - | \$ 53,870 | \$ 350,000 | \$ 350,000 | 550% | \$ 350,000 |
| Net County Cost | \$ (810,302) | \$ 214,212 | \$ 191,386 | \$ 191,386 | -11% | \$ 47,918 |
| Alloc. Positions | 0 | 0 | 0 | 0 | 0% | 0 |

Mission and Major Programs

To provide management of the Eastern Regional Landfill facilities, provide administration of memorandums of understanding with Nevada and El Dorado Counties and the Town of Truckee, to obtain solid waste sites as required and act as a liaison between County, State, and Federal agencies.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. Mrf/Transfer/Hhw Operations | \$217,756 | 0.00 | \$163,840 | 0.00 | (\$53,916) | 0.00 |
| 2. Closure/Postclosure | 887,946 | 0.00 | 794,450 | 0.00 | (93,496) | 0.00 |
| 3. Monitoring Program | 124,006 | 0.00 | 159,840 | 0.00 | 35,834 | 0.00 |
| 4. Gas Extraction System | 169,256 | 0.00 | 180,840 | 0.00 | 11,584 | 0.00 |
| 5. Micro-Turbine Electrical Generation | 0 | 0.00 | 350,000 | 0.00 | 350,000 | 0.00 |
| GROSS BUDGET TOTAL | \$1,398,964 | 0.00 | \$1,648,968 | 0.00 | \$250,004 | 0.00 |

Recommended Expenditures

Operating expenditures have decreased primarily due to a reduction in legal costs associated with a construction claim and the completion of an EIR Master Plan.

Fixed Assets

Recommended is \$350,000 to cover the estimated first-year costs of a Micro-Turbine Project to develop on-site energy generation.

Recommended Cost Transfers and Revenues

This budget is supported by landfill tipping fees (\$1,319,382), interest (\$50,000), a contribution from the landfill closure/post closure trust fund (\$80,000), and miscellaneous revenues (\$8,200). The net remaining cost will be funded from fixed asset reserves.

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Final budget adjustments include \$18,000 to cover arbitrage rebate liability costs and an operating transfer in of \$161,468 from the ERS LA post closure fund. Final fund balance of \$1,024,743 will be reserved for future fixed asset acquisitions.

| Fund: 220 Facilities Fund | | | | | |
|---|--------------------------|--------------------------|---|--|---|
| Subfund: 400 Eastern Regional Landfill | | | | | |
| Budget Unit: 2890 Eastern Region Landfill | | | | | |
| Operating Detail (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | Approved Adopted by the Board of Supervisors 2002-03 (6) |
| Operating Income | | | | | |
| 8174 Landfill Fees | 1,341,503 | 1,420,176 | 1,319,382 | 1,319,382 | 1,319,382 |
| 8212 Other General Reimbursement | 8,576 | 18,004 | 8,200 | 8,200 | 8,200 |
| Total Operating Income | 1,350,079 | 1,438,180 | 1,327,582 | 1,327,582 | 1,327,582 |
| Operating Expenses | | | | | |
| 2050 Communications - Radio | | 193 | | | |
| 2051 Communications - Telephone | 2,803 | 2,719 | 3,000 | 3,000 | 3,000 |
| 2130 Insurance | 21,588 | 48,751 | 30,000 | 30,000 | 30,000 |
| 2140 Gen Liability Ins | | 2,520 | 1,552 | 1,552 | 1,552 |
| 2290 Maintenance - Equipment | | | 6,000 | 6,000 | 6,000 |
| 2405 Materials - Bldgs & Impr | 46 | 2,458 | 55,000 | 55,000 | 55,000 |
| 2511 Printing | 50 | 561 | 1,250 | 1,250 | 1,250 |
| 2522 Other Supplies | | 26 | | | |
| 2523 Office Supplies & Exp | | | 250 | 250 | 250 |
| 2524 Postage | 45 | 25 | 250 | 250 | 250 |
| 2527 Prof Svcs A-87 Costs | | | 31,055 | 31,055 | 31,055 |
| 2550 Administration | 3,249 | 5,535 | 23,730 | 23,730 | 23,730 |
| 2555 Prof/Spec Svcs - Purchased | 241,670 | 164,068 | 400,000 | 400,000 | 400,000 |
| 2556 Prof/Spec Svcs - County | 114,362 | 141,546 | 212,000 | 212,000 | 212,000 |
| 2701 Publications & Legal Notices | | | 1,700 | 1,700 | 1,700 |
| 2709 Rents & Leases - Computer S | 2,618 | 2,685 | 3,071 | 3,071 | 3,071 |
| 2710 Rents & Leases - Equipment | 80 | 394 | | | |
| 2840 Special Dept Expense | 6,884 | 7,067 | 14,200 | 14,200 | 32,200 |
| 2854 Landfill Closure Costs | 1,406 | 1,236,042 | | | |
| 2931 Travel & Transportation | 372 | 992 | 2,000 | 2,000 | 2,000 |
| 2941 County Vehicle Mileage | 4,245 | 2,950 | 3,500 | 3,500 | 3,500 |
| 2965 Utilities | 4,996 | 4,882 | 12,000 | 12,000 | 12,000 |
| 2970 Water & Sewage - Special Dist | 11,845 | 14,686 | 5,000 | 5,000 | 5,000 |
| 3551 Transfer Out A-87 Costs | | (2,887) | | | |
| 5600 Appropriation for Contingencies | | | 100,000 | 100,000 | 100,000 |
| Total Operating Expenses | 416,259 | 1,635,213 | 905,558 | 905,558 | 923,558 |
| Net Operating Income (Loss) | 933,820 | (197,033) | 422,024 | 422,024 | 404,024 |
| Non-Operating Revenue (Expense) | | | | | |
| 3810 Lease Purchase Principal | (243,577) | (20,833) | (250,000) | (250,000) | (250,000) |
| 3830 Lease Purchase Interest | (149,343) | (165,441) | (143,410) | (143,410) | (143,410) |
| 3838 Interest on Other L/T Debt | | 840 | | | |
| 6950 Interest | 269,402 | 222,125 | 50,000 | 50,000 | 50,000 |
| 8780 Contributions from Other Funds | | | 80,000 | 80,000 | 80,000 |
| 8954 Operating Transfers In | | | | | 161,468 |
| Total Non-Operating Revenue (| (123,518) | 36,691 | (263,410) | (263,410) | (101,942) |
| Net Income (Loss) | 810,302 | (160,342) | 158,614 | 158,614 | 302,082 |
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | | 53,870 | 350,000 | 350,000 | 350,000 |
| Total Fixed Assets | 0 | 53,870 | 350,000 | 350,000 | 350,000 |

SOLID WASTE MANAGEMENT

SOLID WASTE MANAGEMENT FUND 220450 — 04500
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 872,097 | \$ 1,005,627 | \$ 1,333,571 | \$ 1,333,571 | 33% | \$ 1,333,571 |
| Services & Supplies | \$ 573,121 | \$ 406,012 | \$ 858,343 | \$ 851,480 | 110% | \$ 851,480 |
| Other Charges | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Approp for Conting. | \$ - | \$ - | \$ 100,000 | \$ 100,000 | 100% | \$ 100,000 |
| Other Financing Uses | \$ 3,485 | \$ 59,419 | \$ 14,500 | \$ 14,500 | -76% | \$ 14,500 |
| Chgs from Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Gross Budget | \$ 1,448,703 | \$ 1,471,058 | \$ 2,306,414 | \$ 2,299,551 | 56% | \$ 2,299,551 |
| Less: Chrgs to Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Net Budget | \$ 1,448,703 | \$ 1,471,058 | \$ 2,306,414 | \$ 2,299,551 | 56% | \$ 2,299,551 |
| Less: Revenues | \$ (2,840,735) | \$ (3,080,863) | \$ (3,238,736) | \$ (3,238,736) | 5% | \$ (3,238,736) |
| Net County Cost | \$ (1,392,032) | \$ (1,609,805) | \$ (932,322) | \$ (939,185) | -42% | \$ (939,185) |
| Fixed Assets | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Alloc. Positions | 15 | 17 | 18 | 18 | 6% | 18 |

Mission and Major Programs

Provide administration and management to the County's Solid Waste Management Program, maintain four closed landfill sites, provide labor to administer the Western Regional Waste Management Authority, contract administration for garbage franchise, engineering services, and landfill monitoring and landfill facility construction. Implement recycling and education programs in accordance with the approved Service Reduction and Recycling Element, and act as liaison between County, State and Federal agencies.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. Operations And Maintenance | \$490,843 | 2.00 | \$414,942 | 2.00 | (\$75,901) | 0.00 |
| 2. Regulatory Compliance | 664,490 | 2.25 | 561,354 | 2.25 | (103,136) | 0.00 |
| 3. Administration | 154,647 | 1.25 | 222,824 | 1.25 | 68,177 | 0.00 |
| 4. Labor To Other Divisions | 907,544 | 11.50 | 1,107,293 | 12.50 | 199,749 | 1.00 |
| GROSS BUDGET TOTAL | \$2,217,524 | 17.00 | \$2,306,414 | 18.00 | \$88,890 | 1.00 |

Fiscal and Policy Issues

Closures of the Meadow Vista and Loomis Landfills are now complete. However, State law requires constant groundwater and gas monitoring for at least the next thirty years to ensure that no contamination spreads beyond the landfill properties.

SOLID WASTE MANAGEMENT 220450 - 04500**Performance Indicators & Measures**

| MAJ. PGM. NO. | WORKLOAD/PERFORMANCE INDICATOR & MEASURE | UNIT OF MEAS. | 2000-01 PR. YR. ACTUAL | 2001-02 CURR. YR. EST. | 2002-03 REQ. BGT. EST. | 2002-03 REQ. BGT. \$'S | 2002-03 REQ. POSIT. |
|---------------|--|---------------|------------------------|------------------------|------------------------|------------------------|---------------------|
| 1. | Closed landfills maintained and transfer stations supervised | QNTY | 5 | 5 | 5 | \$414,942 | 2.00 |
| | Cost per Landfill | Dollars | \$64,000 | \$98,168 | \$82,988 | | |
| 2. | Water well monitoring and reporting at closed landfills (# of monitoring points) | QNTY | 145 | 148 | 151 | \$561,354 | 2.25 |
| | Cost per Well | Dollars | \$3,255 | \$4,490 | \$3,718 | | |
| 3. | Solid Waste staff supervised and trained | QNTY | 5 | 5 | 5 | \$222,824 | 1.25 |
| | Cost per Staff | Dollars | \$24,000 | \$30,929 | \$44,565 | | |
| 4. | No. of employees providing labor to Western Placer Waste Management Authority, Eastern Regional Landfill and Special Districts | QNTY | 11 | 12 | 13 | \$1,107,293 | 12.50 |
| | Cost per Employee | Dollars | \$57,727 | \$75,629 | \$85,176 | | |

Recommended Expenditures

Recommended expenditures have increased due to approved cost-of-living and merit adjustments for salaries and benefits, the addition of one Senior Civil Engineer to act as site supervisor, and the incremental increase needed for two Site Attendants changing from part to full time. These increases are partially offset by adjustments in other accounts based on actual costs and a \$50,000 reduction in appropriations for contingencies.

Recommended Cost Transfers and Revenues

Recommended revenues include interest earnings (\$240,000), landfill surcharges on franchise fees (\$1,800,000) and other miscellaneous revenue (\$20,000). Reimbursement will be received from Special Districts, the Eastern Regional Landfill, and the WPWMA for administrative support as well as direct labor services (\$1,178,736).

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Final fund balance carryover increased the Reserves for Contingencies by \$958,155.

| Fund: 220 Facilities Fund | | | | | |
|--|--------------------------|--------------------------|---|--|---|
| Subfund: 450 Solid Waste Management | | | | | |
| Budget Unit: 4500 Solid Waste Management | | | | | Approved Adopted by the Board of Supervisors 2002-03 (6) |
| Operating Detail (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | |
| Operating Income | | | | | |
| 8105 Direct Charges | 28,772 | 27,089 | 18,000 | 18,000 | 18,000 |
| 8174 Landfill Fees | 1,681,599 | 1,794,970 | 1,800,000 | 1,800,000 | 1,800,000 |
| 8212 Other General Reimbursement | 413 | | | | |
| Total Operating Income | 1,710,784 | 1,822,059 | 1,818,000 | 1,818,000 | 1,818,000 |
| Operating Expenses | | | | | |
| 1002 Salaries and Wages | 673,522 | 781,651 | 990,517 | 990,517 | 990,517 |
| 1003 Extra Help | 2,843 | | 6,868 | 6,868 | 6,868 |
| 1004 Accr Compensated Leave | 3,241 | 653 | | | |
| 1005 Overtime & Call Back | 12,001 | 22,068 | 25,438 | 25,438 | 25,438 |
| 1300 P.E.R.S. | 45,121 | 52,394 | 86,239 | 86,239 | 86,239 |
| 1301 F.I.C.A. | 52,137 | 60,353 | 73,303 | 73,303 | 73,303 |
| 1310 Employee Group Ins | 72,762 | 75,935 | 123,705 | 123,705 | 123,705 |
| 1315 Workers Comp Insurance | 10,470 | 12,573 | 27,501 | 27,501 | 27,501 |
| 2050 Communications - Radio | | 5,056 | | | |
| 2051 Communications - Telephone | 9,021 | 9,733 | 14,000 | 14,000 | 14,000 |
| 2140 Gen Liability Ins | 4,065 | 4,009 | 4,292 | 4,292 | 4,292 |
| 2273 Parts | 94 | 62 | | | |
| 2290 Maintenance - Equipment | | 210 | 3,000 | 3,000 | 3,000 |
| 2291 Maintenance - Computer Equip | | | 1,175 | 1,175 | 1,175 |
| 2310 Employee Benefits Systems | 13,150 | 11,540 | 25,523 | 25,523 | 25,523 |
| 2405 Materials - Bldgs & Impr | 6,677 | 11,467 | 21,000 | 21,000 | 21,000 |
| 2439 Membership/Dues | 138 | 151 | 700 | 700 | 700 |
| 2508 Collection Charges | 288 | 295 | | | |
| 2511 Printing | 2,775 | 2,524 | 2,900 | 2,900 | 2,900 |
| 2522 Other Supplies | | 32 | | | |
| 2523 Office Supplies & Exp | 3,446 | 3,432 | 3,900 | 3,900 | 3,900 |
| 2524 Postage | 3,398 | 4,458 | 3,887 | 3,887 | 3,887 |
| 2527 Prof Svcs A-87 Costs | 136,863 | | 141,000 | 141,000 | 141,000 |
| 2546 MRF Operations | 85 | | | | |
| 2550 Administration | 51,831 | 44,022 | 78,000 | 71,137 | 71,137 |
| 2555 Prof/Spec Svcs - Purchased | 160,231 | 199,851 | 275,000 | 275,000 | 275,000 |
| 2556 Prof/Spec Svcs - County | 78,606 | 34,280 | 90,000 | 90,000 | 90,000 |
| 2559 County Litter Program | 13,655 | 12,029 | 20,200 | 20,200 | 20,200 |
| 2701 Publications & Legal Notices | 164 | 600 | 600 | 600 | 600 |
| 2709 Rents & Leases - Computer S | 5,808 | 1,979 | 6,646 | 6,646 | 6,646 |
| 2710 Rents & Leases - Equipment | | 185 | 500 | 500 | 500 |
| 2727 Rents & Leases - Bldgs & Impr | 15,029 | 15,754 | 18,250 | 18,250 | 18,250 |
| 2744 Small Tools & Instruments | 293 | 128 | 300 | 300 | 300 |
| 2770 Fuels & Lubricants | 87 | 4 | | | |
| 2809 Rents and Leases-PC | 4,871 | 2,893 | 14,370 | 14,370 | 14,370 |
| 2840 Special Dept Expense | 25,612 | 11,515 | 66,500 | 66,500 | 66,500 |
| 2844 Training | 242 | 485 | 3,500 | 3,500 | 3,500 |
| 2931 Travel & Transportation | 615 | 1,217 | 1,300 | 1,300 | 1,300 |
| 2932 Mileage | 47 | 1,094 | | | |
| 2941 County Vehicle Mileage | 9,776 | 11,159 | 10,300 | 10,300 | 10,300 |
| 2965 Utilities | 4,950 | 5,781 | 9,500 | 9,500 | 9,500 |
| 2970 Water & Sewage - Special Dist | 21,304 | 10,067 | 42,000 | 42,000 | 42,000 |
| 3551 Transfer Out A-87 Costs | | 59,051 | | | |
| 3701 Equipment Depreciation | 3,163 | | 6,700 | 6,700 | 6,700 |
| 3702 Bldg & Impr Depreciation | 322 | 322 | 7,800 | 7,800 | 7,800 |
| 5600 Appropriation for Contingencies | | | 100,000 | 100,000 | 100,000 |
| Total Operating Expenses | 1,448,703 | 1,471,012 | 2,306,414 | 2,299,551 | 2,299,551 |
| Net Operating Income (Loss) | 262,081 | 351,047 | (488,414) | (481,551) | (481,551) |
| Non-Operating Revenue (Expense) | | | | | |
| 3851 Interest | | (46) | | | |
| 6950 Interest | 241,928 | 257,232 | 240,000 | 240,000 | 240,000 |
| 7199 State Aid for Construction | 27,681 | 28,832 | | | |
| 7234 State Aid - Mandated Costs | 15,321 | (219) | 2,000 | 2,000 | 2,000 |

County of Placer
State of California
Operations of Enterprise Fund
Operational Statement for the Fiscal Year 2002-03

| | | | | | | |
|-------------------------|-------------------------------|--------------------------|--------------------------|---|--|---|
| Fund: 220 | | Facilities Fund | | | | |
| Subfund: 450 | | Solid Waste Management | | | | |
| Budget Unit: 4500 | | Solid Waste Management | | | | |
| Operating Detail (1) | | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | Approved Adopted by the Board of Supervisors 2002-03 (6) |
| 8764 | Miscellaneous Revenues | 845,021 | 972,959 | 1,178,736 | 1,178,736 | 1,178,736 |
| | Total Non-Operating Revenue (| 1,129,951 | 1,258,758 | 1,420,736 | 1,420,736 | 1,420,736 |
| | Net Income (Loss) | 1,392,032 | 1,609,805 | 932,322 | 939,185 | 939,185 |
| Fixed Assets | | | | | | |
| | Total Fixed Assets | 0 | 0 | 0 | 0 | |

DEWITT DEVELOPMENT

DEWITT ENTERPRISE FUND 220600 — 06200
Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 341,971 | \$ 316,220 | \$ 367,615 | \$ 367,615 | 16% | \$ 367,615 |
| Services & Supplies | \$ 1,860,969 | \$ 1,931,759 | \$ 3,102,997 | \$ 2,717,468 | 41% | \$ 3,107,917 |
| Other Charges | \$ 1,130,321 | \$ 507,735 | \$ 617,200 | \$ 617,200 | 22% | \$ 617,200 |
| Approp for Conting. | \$ - | \$ - | \$ 50,000 | \$ 50,000 | 100% | \$ 50,000 |
| Other Financing Uses | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Chgs from Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Gross Budget | \$ 3,333,261 | \$ 2,755,714 | \$ 4,137,812 | \$ 3,752,283 | 36% | \$ 4,142,732 |
| Less: Chrgs to Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Net Budget | \$ 3,333,261 | \$ 2,755,714 | \$ 4,137,812 | \$ 3,752,283 | 36% | \$ 4,142,732 |
| Less: Revenues | \$ (2,976,915) | \$ (3,053,098) | \$ (3,615,598) | \$ (3,275,411) | 7% | \$ (3,539,220) |
| Net Operating Cost | \$ 356,346 | \$ (297,384) | \$ 522,214 | \$ 476,872 | -260% | \$ 603,512 |
| Fixed Assets | \$ 517,150 | \$ 724,962 | \$ 540,788 | \$ 540,788 | -25% | \$ 565,788 |
| Net County Cost | \$ 873,496 | \$ 427,578 | \$ 1,063,002 | \$ 1,017,660 | 138% | \$ 1,169,300 |
| Alloc. Positions | 5 | 5 | 5 | 5 | 0% | 5 |

Mission and Major Programs

To manage privately leased and County occupied Dewitt facilities so as to enhance value and maintain or improve revenue production capabilities by a planned program of building maintenance, adequate security and capital improvements. To manage all other County owned property and leases of privately owned facilities and the contract services in support of these tenancies.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. Dewitt Services | \$2,189,944 | 0.25 | \$3,110,101 | 0.25 | \$920,156 | 0.00 |
| 2. Property Management | 380,416 | 2.90 | 418,258 | 2.90 | 37,842 | 0.00 |
| 3. Management Of Dewitt Complex | 543,994 | 1.40 | 551,208 | 1.40 | 7,214 | 0.00 |
| 4. Capital Improvements | 866,715 | 0.45 | 599,033 | 0.45 | (267,681) | 0.00 |
| GROSS BUDGET TOTAL | \$3,981,069 | 5.00 | \$4,678,600 | 5.00 | \$697,531 | 0.00 |

Fiscal and Policy Issues

The major issue facing the Dewitt Enterprise Fund continues to be aging buildings and infrastructure and limited resources. Revenues are not sufficient to fully fund infrastructure improvements that would preserve or extend the life of existing assets. For this reason, and because General Fund departments occupy an increasing amount of space at Dewitt, the General Fund will continue to contribute \$1,425,000 to the Dewitt Enterprise Fund.

Recommended Expenditures

Recommended expenditures have increased to provide for approved cost-of-living and merit adjustments in salaries and benefits as well as utility increases that provide for enhanced sewer connections and use. Utility costs may be offset by reimbursements from other funds in the Final Budget.

Structures and Improvements

Dewitt projects include improvements that may be required under the Americans with Disabilities Act (\$120,788), HVAC replacement (\$25,000), water line replacement (\$100,000), parking and road improvements (\$100,000), building re-roofing (\$25,000), removal of the water plant (\$25,000), lead abatement (\$25,000), demolition (\$100,000) and asbestos abatement (\$20,000).

Recommended Cost Transfers and Revenues

This budget receives a contribution from the General Fund for office space rent (\$1,425,000), and a payment of \$358,865, which will provide for half the estimated increased sewer connections and allocable utility user fees at Dewitt. These General Fund increases may be reduced at Final Budget through offsetting reimbursements from other funds or reserves. Revenues are also generated from private property leases (\$863,711); reimbursements for maintenance projects performed (\$487,835) and from interest earned on cash fund balances (\$140,000). The net county cost of \$1,017,660 will come from estimated DeWitt fund balance carryover from FY 2001-02 or from reserve cancellations.

Recommended if Funding is Available

Recommended if funding is available is a cost-of-living increase to the General Fund contribution for rent (\$21,375) and the balance of sewer connection and user fees attributable to increased DeWitt utility consumption (\$358,812).

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Final budget adjustments include an increase of \$390,449 for sewer connection and user fees as recommended in the Proposed Budget if funding was available. The General Fund contribution to Dewitt Development was increased \$251,209 to cover the General Funds' portion of these connection and user costs. The Dewitt Reroofing Project was increased \$25,000 to cover costs, and Dewitt rent revenues went up \$12,600 to provide for Elections Department rent increases.

| Fund: 220 Facilities Fund | | | | | |
|--------------------------------------|--------------------------|--------------------------|---|--|---|
| Subfund: 600 Dewitt Development | | | | | |
| Budget Unit: 6200 Dewitt Development | | | | | Approved Adopted by the Board of Supervisors 2002-03 (6) |
| Operating Detail (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | |
| Operating Income | | | | | |
| 6961 DeWitt Property Rent | | | 863,711 | 863,711 | 876,311 |
| 8193 Other Services | 109,840 | 146,140 | 67,800 | 67,800 | 67,800 |
| 8212 Other General Reimbursement | 67,125 | 258,141 | 227,137 | 227,137 | 227,137 |
| 8764 Miscellaneous Revenues | | | 192,898 | 192,898 | 192,898 |
| 8779 Contributions from General Fun | | | 2,164,052 | 1,783,865 | 2,035,074 |
| Total Operating Income | 176,965 | 404,281 | 3,515,598 | 3,135,411 | 3,399,220 |
| Operating Expenses | | | | | |
| 1002 Salaries and Wages | 193,869 | 248,522 | 273,571 | 273,571 | 273,571 |
| 1003 Extra Help | | 929 | | | |
| 1004 Accr Compensated Leave | 94,749 | 2,612 | | | |
| 1005 Overtime & Call Back | 1,559 | 1,920 | 5,068 | 5,068 | 5,068 |
| 1300 P.E.R.S. | 13,213 | 17,090 | 24,076 | 24,076 | 24,076 |
| 1301 F.I.C.A. | 14,838 | 19,134 | 21,316 | 21,316 | 21,316 |
| 1310 Employee Group Ins | 21,973 | 24,208 | 40,965 | 40,965 | 40,965 |
| 1315 Workers Comp Insurance | 1,770 | 1,805 | 2,619 | 2,619 | 2,619 |
| 2051 Communications - Telephone | 3,980 | 4,269 | 6,907 | 6,907 | 6,907 |
| 2140 Gen Liability Ins | 3,285 | 5,204 | 3,900 | 3,900 | 3,900 |
| 2273 Parts | | 6 | | | |
| 2290 Maintenance - Equipment | 136 | | 6,000 | 6,000 | 6,000 |
| 2405 Materials - Bldgs & Impr | 2,421 | 6,805 | 50,000 | 50,000 | 50,000 |
| 2439 Membership/Dues | 831 | 648 | 1,200 | 1,200 | 1,200 |
| 2481 PC Acquisition | | | 2,800 | 2,800 | 2,800 |
| 2511 Printing | 1,141 | 987 | | | |
| 2522 Other Supplies | | 6 | 470 | 470 | 470 |
| 2523 Office Supplies & Exp | 1,893 | 1,441 | 5,500 | 5,500 | 5,500 |
| 2524 Postage | 230 | 1,519 | 2,065 | 2,065 | 2,065 |
| 2550 Administration | 76,992 | 86,392 | 181,666 | 154,949 | 154,949 |
| 2555 Prof/Spec Svcs - Purchased | 59,060 | 53,177 | 117,685 | 117,685 | 117,685 |
| 2556 Prof/Spec Svcs - County | 1,173,087 | 1,204,796 | 1,434,676 | 1,434,676 | 1,434,676 |
| 2701 Publications & Legal Notices | 310 | 1,170 | | | |
| 2709 Rents & Leases - Computer S | 5,750 | 5,894 | 6,555 | 6,555 | 6,555 |
| 2710 Rents & Leases - Equipment | 43 | | 1,000 | 1,000 | 1,000 |
| 2727 Rents & Leases - Bldgs & Impr | 10,851 | 31,193 | 22,898 | 22,898 | 22,898 |
| 2744 Small Tools & Instruments | | 356 | 300 | 300 | 300 |
| 2809 Rents and Leases-PC | 2,242 | 3,641 | 5,300 | 5,300 | 5,300 |
| 2840 Special Dept Expense | 395 | 2,301 | 6,768 | 6,768 | 6,768 |
| 2844 Training | 150 | 716 | 3,030 | 3,030 | 3,030 |
| 2931 Travel & Transportation | 296 | 134 | 1,600 | 1,600 | 1,600 |
| 2932 Mileage | 1,148 | 1,360 | | | |
| 2941 County Vehicle Mileage | | 104 | | | |
| 2965 Utilities | 191,728 | 194,640 | 917,677 | 558,865 | 949,314 |
| 3701 Equipment Depreciation | 4,875 | 2,200 | 4,000 | 4,000 | 4,000 |
| 3702 Bldg & Impr Depreciation | 1,125,446 | 503,084 | 613,200 | 613,200 | 613,200 |
| 3704 Infrastructure Depreciation | | 2,451 | | | |
| 3780 Contrib to Other Funds | 325,000 | 325,000 | 325,000 | 325,000 | 325,000 |
| 5600 Appropriation for Contingencies | | | 50,000 | 50,000 | 50,000 |
| Total Operating Expenses | 3,333,261 | 2,755,714 | 4,137,812 | 3,752,283 | 4,142,732 |
| Net Operating Income (Loss) | (3,156,296) | (2,351,433) | (622,214) | (616,872) | (743,512) |
| Non-Operating Revenue (Expense) | | | | | |
| 6950 Interest | 141,249 | 132,203 | 100,000 | 140,000 | 140,000 |
| 6961 DeWitt Property Rent | 851,016 | 879,682 | | | |
| 8764 Miscellaneous Revenues | 175,284 | 211,932 | | | |
| 8779 Contributions from General Fund | 1,632,401 | 1,425,000 | | | |
| Total Non-Operating Revenue (| 2,799,950 | 2,648,817 | 100,000 | 140,000 | 140,000 |
| Net Income (Loss) | (356,346) | 297,384 | (522,214) | (476,872) | (603,512) |
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | 517,150 | 724,962 | 540,788 | 540,788 | 565,788 |

County of Placer
State of California
Operations of Enterprise Fund
Operational Statement for the Fiscal Year 2002-03

| | | | | | | |
|-------------------------|--------------------|--------------------------|--------------------------|---|--|---|
| Fund: 220 | Facilities Fund | | | | | |
| Subfund: 600 | Dewitt Development | | | | | |
| Budget Unit: 6200 | Dewitt Development | | | | | |
| Operating Detail (1) | | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | Approved Adopted by the Board of Supervisors 2002-03 (6) |
| Total Fixed Assets | | 517,150 | 724,962 | 540,788 | 540,788 | 565,788 |

SPECIAL DISTRICTS

SPECIAL DISTRICT SERVICES FUND 260800 — 06280 Thomas Miller, Director of Facility Services

| Budget Category | Actual 2000-01 | Actual 2001-02 | Department Requested 2002-03 | CEO Rec 2002-03 | Rec Change % | BOS Adopted 2002-03 |
|----------------------|-------------------|-------------------|------------------------------------|--------------------|--------------------|---------------------------|
| Salaries & Benefits | \$ 2,451,805 | \$ 2,575,294 | \$ 3,032,906 | \$ 3,032,906 | 18% | \$ 3,043,946 |
| Services & Supplies | \$ 1,537,127 | \$ 1,166,263 | \$ 1,612,177 | \$ 1,660,477 | 42% | \$ 1,660,477 |
| Other Charges | \$ 146,985 | \$ 122,936 | \$ - | \$ - | -100% | \$ - |
| Approp for Conting. | \$ - | \$ - | \$ 75,000 | \$ 75,000 | 100% | \$ 75,000 |
| Other Financing Uses | \$ 16,391 | \$ 306,071 | \$ 26,000 | \$ 26,000 | -92% | \$ 26,000 |
| Chgs from Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Gross Budget | \$ 4,152,308 | \$ 4,170,564 | \$ 4,746,083 | \$ 4,794,383 | 15% | \$ 4,805,423 |
| Less: Chrgs to Depts | \$ - | \$ - | \$ - | \$ - | 0% | \$ - |
| Net Budget | \$ 4,152,308 | \$ 4,170,564 | \$ 4,746,083 | \$ 4,794,383 | 15% | \$ 4,805,423 |
| Less: Revenues | \$ (4,200,922) | \$ (4,111,698) | \$ (5,066,422) | \$ (5,114,722) | 24% | \$ (5,114,722) |
| Net Operating Cost | \$ (48,614) | \$ 58,866 | \$ (320,339) | \$ (320,339) | -644% | \$ (309,299) |
| Fixed Assets | \$ 29,582 | \$ 181,675 | \$ 417,000 | \$ 417,000 | 130% | \$ 417,000 |
| Net County Cost | \$ (19,032) | \$ 240,541 | \$ 96,661 | \$ 96,661 | -60% | \$ 107,701 |
| Alloc. Positions | 45 | 42 | 43 | 43 | 2% | 43 |

Mission and Major Programs

To provide manpower and equipment in support of Utility Districts, County Service Areas (CSA's) and Municipal Advisory Councils (MAC's); services and clerical assistance to the solid waste division, and engineering and related support to Special Assessment Districts.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

| MAJOR PROGRAM SERVICE EFFORT | 2001-02 APPROP. | ALLOC POS. | 2002-03 REQ. BGT. | REQ. POS. | REQ. \$ CHANGE | REQ. POS. CHG. |
|---------------------------------------|--------------------|---------------|----------------------|--------------|-------------------|-------------------|
| 1. Support To 3 SMD's and 17 CSA's | \$5,577,441 | 42.00 | \$5,163,083 | 43.00 | (\$414,358) | 1.00 |
| GROSS BUDGET TOTAL | \$5,577,441 | 42.00 | \$5,163,083 | 43.00 | (\$414,358) | 1.00 |

SPECIAL DISTRICTS 260800 - 06280

Fiscal and Policy Issues

Primary funding for this budget is provided through user charges and connection fees. In addition to performing routine maintenance and operation of the County's sewer systems, the division will be coordinating significant renovations to the Sewer Maintenance District (SMD) # 1 treatment plant over the next two years. The County has also been awarded Federal grants in the amount of \$2.8 million to pursue planning the of Placer County Sub-Regional Wastewater Project. These funds will be incorporated into the Special Districts budget when they become available. Fund will be used to perform engineering and environmental studies related to regional wastewater treatment in the southwestern portion of Placer County. The County continues to pursue additional Federal funding in order to proceed with construction of the project.

Performance Indicators & Measures

| MAJ. PGM. NO. | WORKLOAD/PERFORMANCE INDICATOR & MEASURE | UNIT OF MEAS. | 2000-01 PR. YR. ACTUAL | 2001-02 CURR. YR. EST. | 2002-03 REQ. BGT. EST. | 2002-03 REQ. BGT. \$'S | 2002-03 REQ. POSIT. |
|---------------|---|---------------|------------------------|------------------------|------------------------|------------------------|---------------------|
| 1. | No. of equivalent dwelling units connected to sewer, water and drainage district maintenance by Special District Division | QNTY | 14,873 | 15,200 | 15,516 | \$5,163,083 | 43.00 |
| | Cost per Equivalent Dwelling Unit | Dollars | \$271.97 | \$366.94 | \$332.76 | | |

Recommended Expenditures

Recommended expenditures have increased to provide for approved cost-of-living and merit adjustments for salaries and benefits and for the addition of one secretary position. Service and supply expenditures have declined due to completion of grant-funded professional services related to development of the Regional Wastewater Treatment Plant. These decreases are partially offset by adjustments in various accounts to reflect current costs and a requested reduction in appropriations for contingencies.

Structures and Improvements

Carried forward from FY 2001-02 is \$100,000 for program and design work for a new office, maintenance building and yard. Also included is \$12,000 for laboratory improvements needed to comply with State Water Quality Control Board testing requirements.

Fixed Assets

Recommended funding is for the following items:

| | |
|-----------------------------------|------------------|
| 1 Replacement Hydro-Cleaner Truck | \$150,000 |
| 2 Replacement One-Ton 4x4 Trucks | 90,000 |
| 1 Replacement Portable Generator | 30,000 |
| 1 Replacement DesignJet Plotter | 10,000 |
| 1 Replacement Emergency Generator | 10,000 |
| 1 New Equipment Trailer | 9,500 |
| 1 New Hydro/Electric Truck | <u>5,500</u> |
| Total | \$305,000 |

SPECIAL DISTRICTS 260800 - 06280

Recommended Cost Transfers and Revenues

This budget is an Internal Service Fund that provides services on a fee basis, and the following revenues substantially reimburse all operating expenses and equipment needs.

| | |
|--|---------------------|
| Sanitation Services (Charges to Sewer Districts) | \$ 4,985,722 |
| Plan Check Fees | 100,000 |
| Services (Charges) to Other Special Districts | 20,000 |
| Business Licenses | 5,000 |
| Assessment/Tax Collection Fees | <u>4,000</u> |
| Total | \$ 5,114,722 |

Departmental Concurrence or Appeal

The Director of Facility Services concurs with the recommended budget.

Final Budget Changes from the Proposed Budget

Funding was included for implementation of the personnel Information Technology Study (\$11,040). Fund balance carryover increased the Reserve for Fixed Assets by \$146,334.

State Controller
County Budget Act
(1985)

County of Placer
State of California
Operations of Internal Service Fund
Operational Statement for the Fiscal Year 2002-03

County Budget Form
Schedule 10

Fund: 260 District Services Fund
Subfund: 800 Special District Services
Budget Unit: 6280 Special District Services

| Operating Detail (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | Approved Adopted by the Board of Supervisors 2002-03 (6) |
|-------------------------------------|--------------------------|--------------------------|---|--|---|
| Operating Income | | | | | |
| 8100 Assessment/Tax Collection Fee | 2,989 | 4,556 | 4,000 | 4,000 | 4,000 |
| 8111 DPW Services to Special Dist | 117,260 | 28,409 | | | |
| 8172 Sewer Connection Fees | | 878 | | | |
| 8175 Sanitation Services | 3,942,416 | 3,875,922 | 4,942,422 | 4,985,722 | 4,985,722 |
| 8212 Other General Reimbursement | 120 | 1,620 | | | |
| 8243 Plan Check Fees | 93,475 | 170,656 | 100,000 | 100,000 | 100,000 |
| 8780 Contributions from Other Funds | | | 20,000 | 20,000 | 20,000 |
| Total Operating Income | 4,156,260 | 4,082,041 | 5,066,422 | 5,109,722 | 5,109,722 |
| Operating Expenses | | | | | |
| 1001 Employee Paid Sick Leave | 2,988 | 6,267 | 6,600 | 6,600 | 6,600 |
| 1002 Salaries and Wages | 1,813,680 | 1,913,371 | 2,085,872 | 2,085,872 | 2,096,912 |
| 1003 Extra Help | 27,859 | 13,133 | 36,471 | 36,471 | 36,471 |
| 1004 Accr Compensated Leave | 8,519 | 47,202 | | | |
| 1005 Overtime & Call Back | 55,189 | 80,684 | 81,400 | 81,400 | 81,400 |
| 1006 Sick Leave Payoff | 8,465 | | | | |
| 1007 Comp for Absence-Illness | | 1,926 | | | |
| 1300 P.E.R.S. | 119,093 | 126,280 | 187,263 | 187,263 | 187,263 |
| 1301 F.I.C.A. | 144,097 | 152,133 | 168,586 | 168,586 | 168,586 |
| 1310 Employee Group Ins | 174,206 | 179,031 | 254,053 | 254,053 | 254,053 |
| 1315 Workers Comp Insurance | 97,709 | 102,469 | 212,661 | 212,661 | 212,661 |
| 2017 Uniforms | 1,340 | 9,077 | 15,000 | 15,000 | 15,000 |
| 2020 Clothes & Personal Supplies | 14,561 | 758 | | | |
| 2050 Communications - Radio | | 54,848 | 46,000 | 46,000 | 46,000 |
| 2051 Communications - Telephone | 41,971 | 55,754 | 57,000 | 57,000 | 57,000 |
| 2140 Gen Liability Ins | 95,467 | 71,643 | 38,057 | 38,057 | 38,057 |
| 2273 Parts | 42,992 | 25,568 | 15,000 | 15,000 | 15,000 |
| 2290 Maintenance - Equipment | 81,124 | 63,887 | 112,500 | 112,500 | 112,500 |
| 2310 Employee Benefits Systems | 26,817 | 25,990 | 41,705 | 41,705 | 41,705 |
| 2405 Materials - Bldgs & Impr | 11,059 | 42,243 | 50,000 | 50,000 | 50,000 |
| 2422 Medical, Dental & Lab Supp | 11,962 | 26,587 | 25,000 | 25,000 | 25,000 |
| 2439 Membership/Dues | 5,404 | 7,861 | 4,000 | 4,000 | 4,000 |
| 2508 Collection Charges | 6 | | | | |
| 2511 Printing | 9,036 | 9,135 | 12,000 | 12,000 | 12,000 |
| 2521 Operating Supplies | 141 | | | | |
| 2522 Other Supplies | | 388 | | | |
| 2523 Office Supplies & Exp | 12,387 | 17,194 | 15,000 | 15,000 | 15,000 |
| 2524 Postage | 5,229 | 3,069 | 5,200 | 5,200 | 5,200 |
| 2527 Prof Svcs A-87 Costs | 278,174 | | 302,000 | 302,000 | 302,000 |
| 2550 Administration | 99,532 | 95,960 | 143,539 | 120,739 | 120,739 |
| 2555 Prof/Spec Svcs - Purchased | 72,545 | 69,630 | 85,000 | 85,000 | 85,000 |
| 2556 Prof/Spec Svcs - County | 341,983 | 153,324 | 210,000 | 281,100 | 281,100 |
| 2701 Publications & Legal Notices | 679 | 1,309 | 700 | 700 | 700 |
| 2709 Rents & Leases - Computer S | 13,676 | 17,143 | 16,876 | 16,876 | 16,876 |
| 2710 Rents & Leases - Equipment | 1,446 | 10,140 | 7,000 | 7,000 | 7,000 |
| 2744 Small Tools & Instruments | 6,763 | 14,012 | 12,000 | 12,000 | 12,000 |
| 2770 Fuels & Lubricants | 33,278 | 24,857 | 37,000 | 37,000 | 37,000 |
| 2809 Rents and Leases-PC | 30,386 | 15,481 | 23,600 | 23,600 | 23,600 |
| 2840 Special Dept Expense | 166,688 | 202,499 | 178,000 | 178,000 | 178,000 |
| 2844 Training | 9,765 | 20,656 | 20,000 | 20,000 | 20,000 |
| 2931 Travel & Transportation | 1,327 | 5,472 | 5,000 | 5,000 | 5,000 |
| 2932 Mileage | 177 | 157 | | | |
| 2939 Commission Reimbursements | 54 | | | | |
| 2941 County Vehicle Mileage | 95,893 | 110,915 | 125,000 | 125,000 | 125,000 |
| 2965 Utilities | 25,265 | 10,186 | 10,000 | 10,000 | 10,000 |
| 2970 Water & Sewage - Special Dist | | 520 | | | |
| 3551 Transfer Out A-87 Costs | | 306,071 | | | |
| 3701 Equipment Depreciation | 136,601 | 119,993 | | | |
| 3702 Bldg & Impr Depreciation | 326 | 326 | | | |
| 3775 Operating Transfer Out | 16,391 | | | | |

Fund: 260 District Services Fund
Subfund: 800 Special District Services
Budget Unit: 6280 Special District Services

| Operating Detail (1) | Actual 2000-01 (2) | Actual 2001-02 (3) | Department Request 2002-03 (4) | Recommended by C.E.O. 2002-03 (5) | Approved Adopted by the Board of Supervisors 2002-03 (6) |
|---------------------------------------|--------------------------|--------------------------|---|--|---|
| 3776 Contrib Auto Working Capital | | | 26,000 | 26,000 | 26,000 |
| 5600 Appropriation for Contingencies | | | 75,000 | 75,000 | 75,000 |
| Total Operating Expenses | 4,142,250 | 4,215,149 | 4,746,083 | 4,794,383 | 4,805,423 |
| Net Operating Income (Loss) | 14,010 | (133,108) | 320,339 | 315,339 | 304,299 |
| Non-Operating Revenue (Expense) | | | | | |
| 3851 Interest | (10,058) | (2,617) | | | |
| 6752 Business Licenses | 17,002 | 4,290 | | 5,000 | 5,000 |
| 6950 Interest | | 19,583 | | | |
| 7234 State Aid - Mandated Costs | 2,358 | (41) | | | |
| 8750 Sales of Fixed Assets | | 6,608 | | | |
| 8752 Gain/Loss on F/A Disposal | | (923) | | | |
| 8762 State Compensation Insurance R | | 140 | | | |
| 8764 Miscellaneous Revenues | 24,404 | | | | |
| 8768 Revenue Cancelled Warrants | 898 | | | | |
| Total Non-Operating Revenue (Expense) | 34,604 | 27,040 | | 5,000 | 5,000 |
| Net Income (Loss) | 48,614 | (106,068) | 320,339 | 320,339 | 309,299 |
| Fixed Assets | | | | | |
| 4151 Buildings & Improvements | | | 112,000 | 112,000 | 112,000 |
| 4451 Equipment | 29,582 | 181,675 | 305,000 | 305,000 | 305,000 |
| Total Fixed Assets | 29,582 | 181,675 | 417,000 | 417,000 | 417,000 |